



CITY COUNCIL WORK SESSION

Monday, May 05, 2025 at 5:00 PM

Council Chambers - 331 First Street East

AGENDA

RULES OF PROCEDURE

Workshops are not Public Hearings. No member of the public or interested party has the right to make a presentation or address the Council on an item under consideration in a workshop or a study session.

During the City Council Work Session, the Council will primarily discuss and debate items intended to be formally considered at a future City Council Meeting. However, the Council may at any noticed meeting, including a City Council Work Session meeting, take action on any item shown on the posted agenda as a potential action item. The City Council Work Session meeting is a regular meeting of the Independence City Council.

MEETING OPENING

Call the Meeting to Order

DEPARTMENT UPDATES

- [1.](#) Department Report – Fire Department
- [2.](#) Department Report – Library
- [3.](#) Department Report – Parks & Recreation
- [4.](#) Department Report – Police Department

NEW BUSINESS

- [5.](#) Law Enforcement Liaison Report
- [6.](#) Fire Station Addition / Architect Update
- [7.](#) Storm Water Management Policy
- [8.](#) Independence Depot Discussion
- [9.](#) Water Service Line Ownership
- [10.](#) Auxiliary / Cadet Program Updates
- [11.](#) RV Park Discussion
- [12.](#) Yard Parking & RV Storage
- [13.](#) City Council Meeting Times
- 14.** Council Topics
- 15.** Mayor Topics
- 16.** City Manager Topics

ADJOURNMENT

This agenda is subject to change.



CITY COUNCIL WORK SESSION DEPARTMENT REPORT

TO: Matthew R. Schmitz, MPA - City Manager

FROM: Blake Hayward – Fire Chief

DATE OF MEETING: May 05, 2025

ITEM TITLE: Department Report – Fire Department

Independence Fire is still seeing an increase in calls for service. A majority of these have been grass/field fires, but we have also seen an overall increase in other calls. As of the date of this report, we are at a rise of 21% from the same time last year. I can't express how proud I am of our department as they keep stepping up to whatever is thrown at them and take it all in stride. Some positive things that are coming from the increase in calls are that our newer members are getting a lot of real-world experience that will help develop their skills and has already shown to improve their confidence during calls. The next generation of members will have a lot of experience and hands-on training that will make them outstanding.

Along with the higher call volume, we were able to add an additional member to our department. Anthony Schuler comes to us with experience from Hazleton Fire. He currently works in town and has only been on for a short time, but has hit the ground running. With his experience and background, the learning curve is much shorter. We are excited to have him in our department and happy to have more help!

After repairs were completed, Engine 1 was shipped back to us from Banner Fire. As we started to inspect and put E1 back in service, we found a significant leak in the pump panel area. After working with Banner, we discovered that a small line had frozen and split, causing a leak in the transfer case. Repairs have been made, and last week, Engine 1 was back in service 100%.

We were recently notified by the Black Hawk Gaming Association that we were awarded \$20,000 towards a new set of Extrication Equipment (Jaws of Life). Independence Fire has been working towards a new set of Jaws for the past year and a half, and with the generosity of this local grant, we will be able to complete our goal sooner than projected. IFD uses Jaws during car accidents, agricultural accidents, vehicle fires, etc. These specialty tools are used for a number of tasks, and we have seen an increase in their use over the years. Historically, IFD had one large set that was gas-powered and required 2-3 people to operate at times. Rescues were complex and physically demanding. Of course, with technological advancements, new jaws are battery-powered, smaller, lighter, and more balanced, making it easier for one person to operate and allowing for quiet operations where patient communication is a lot easier. We are very grateful to be selected by the BHGA board, as we know they have several projects they must choose from, and fortunately, we were selected as a priority for them.



CITY COUNCIL WORK SESSION DEPARTMENT REPORT

TO: Matthew R. Schmitz, MPA - City Manager
FROM: Laura Blaker
DATE OF MEETING: May 5, 2025
ITEM TITLE: Department Report – Library

One Book Indee Feedback

The library has completed our One Book Indee project for 2025. It was a great partnership with businesses, government departments and entities, authors, historians, artists, and more.



Following are results and comments from the One Book Indee 2025 Survey:

73% said they became more involved in the community through One Book Indee.

80% responded that they discussed or shared with others what they learned or experienced.

- “I met new community people and learned more of the history of Independence.”
- “I spoke with a couple ladies about my experience reading the book and spoke with people in other towns about this program!”
- “I have recommended this book and others by her to many people and told them about my library’s program and its history.”
- “I think the whole program is wonderful and is a great way to get people thinking about the world around them. I love the variety of programs.”

IPL is a place to gather, meet, and connect with others.

The Summer Reading Program: Level Up at Your Library



We are busy preparing for the summer reading program (SRP)! We have 58 events planned during summer reading, and offer reading programs for all ages...babies, children, teens, and adults. The theme this year is Level Up at Your Library, which is based on games of all kinds and “leveling up,” or improving your life.

Look for exciting events this summer, like an indoor/outdoor family game night, cooking demonstrations, a puzzle contest, creature feature with an animal staying in the library during summer months, story times in the park, day camps, etc.

How is the Summer Reading Program paid for?

The City funds 25% of the Summer Reading Program cost, and the Foundation, Friends of the Library,

donations, and other sponsors pay for the other 75% of the project. All prizes are purchased with donated funds. If you or somebody you know would like to help, there is an online wishlist consisting primarily of prizes for readers in the summer reading program. You can find it at <https://qrco.de/iplwishsrp25>.

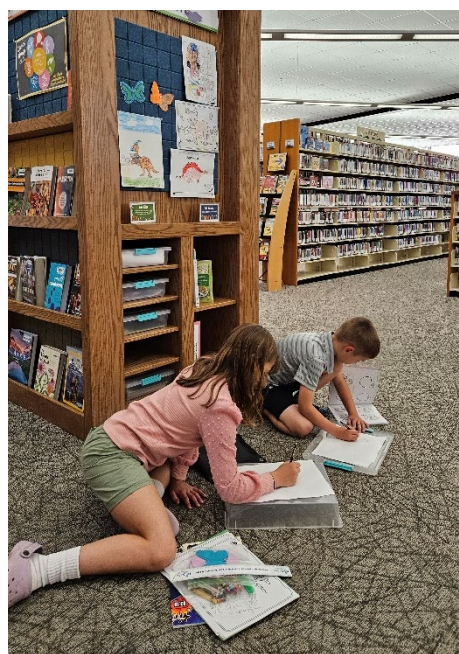
IPL promotes literacy and a love of reading.

Sprinkler System Leaks

The library's compressor connected to our sprinkler system has been running frequently, and we've found out that there are several leaks in the system. We are in the midst of the repair work, so far including the replacement of an air valve, a stretch of pipe, and couplings.

Fun while Learning at the Library

Kids come to the library to do many activities, like puzzles, play on the early literacy stations, create with Legos or make their own artwork, play with the activity tables, perform puppet shows, read, pick out books, and attend programs! Some recently entered a Peeps Diorama Contest where we had online and in-person voting!



IPL provides culture and recreation in a small community.

Laura Blaker 319-334-2470

lblaker@independenceia.gov

www.independenceia.gov/library



CITY COUNCIL WORK SESSION DEPARTMENT REPORT

TO: Matthew R. Schmitz, MPA - City Manager

FROM: Bob Beatty – Director

DATE OF MEETING: May 5, 2025

ITEM TITLE: Department Report – Parks & Recreation

Forestry Department

We will start watering the park tanks next week. This spring, we planted several hundred trees. Brent wrote a grant to MidAmerican Energy, and we received an additional \$2,500 for tree planting throughout the park system this year. We will also water some seeding areas for the Utilities Department this month.

Parks

The Parks department has been busy getting parks open and ready to mow. The mowing staff started this week. The new practice diamond, with backstop netting and additional surfacing, is ready to go. We are still looking to fill 2 trimming/parks maintenance positions.

Recreation Department

Angie is working on Little League teams this week. We have our coaches meeting on May 6. Field space is always at a premium with 25 River'sEDGE teams and 46 IPRD teams trying to share diamond space. Once games start on May 22, it only becomes more difficult. We will continue to look at more spaces to put diamonds or enhance diamonds. We are currently helping St. John's fix up their diamond to give us more usable space in the summer.

River'sEDGE Facility

River'sEDGE has started to thin out just in time for Little League to start using the facility. All our River'sEDGE teams have moved outside. We are currently trying to finalize tournament fees and take payments. The back room is pretty full as graduation season is here. We have two graduation parties this weekend.

Falcon Civic Center

The FCC has slowed with the warmer temperatures, but will pick up again when the college group returns for the summer.

Aquatic Center Facility

We offered a recertification class last weekend. Angie met with lifeguards at the high school to hand out hiring packets and Aquatic Center information. At the end of the month, around 15 new guards will be certified. We are excited to have so many and hope for another successful season.

RV Park Facility

The RV Park remains full. We are working with a couple of sites on cleanliness and other issues. We have banned fences and are waiting for a couple to get back into town. We will be closing the park on

November 15 for site, road, and grounds repair. We will not be housing or allowing anyone to store RVs there for the winter of 25-26. We will also be advertising for a new Host/Hostess for the 2026 season.

Complex

April has been very busy. We had 41 teams in our opener, April 5/6, 48 teams April 12/13, and 66 teams April 26/27. In the first month of rentals, we exceeded our 2024 (shortened season) with 155 teams. We also have 179 teams currently registered in our tournaments this summer. Our River'sEDGE tournaments start this weekend. We have hired a couple of people to grill and are also looking to add more concession workers.

Cemetery

Our staff member was hired and started last week. We already have a mow in, and it looks very nice. The repair brigade continues to meet, and we have ordered and delivered additional supplies to work on headstone repair or cleaning.



CITY COUNCIL WORK SESSION DEPARTMENT REPORT

TO: Matthew R. Schmitz, MPA - City Manager

FROM: David Niedert – Police Chief

DATE OF MEETING: May 5th, 2025

ITEM TITLE: Department Report – Police Department

- Officer Eschen starts the Academy on May 5th. This will be an 18-week academy at Camp Dodge in Des Moines. He has done exceptionally well in his field training, and we are confident of his ability to succeed in the academy.
- Captain Lau has been working hard to get bids for the new in-car and body-worn camera systems. We have worked with the three large manufacturers to assess each company's capabilities and have come to a consensus as to which company we will use. However, we have made a few changes. I have included the preliminary quotes to give you an idea. Remember that these are not final; I am only providing these to show you that the price is very similar.
- Our officers have participated in three community events recently: We did a presentation on behalf of our department and the Buchanan County Substance Use Prevention coalition, alongside our mental health crisis co-responder at the post-prom. This involved demonstrating the effects of driving under the influence. Lt. Isley also recently spoke at a community club event. We will participate in Careers on Wheels at the school when rescheduled.
- We will participate in the yearly bike safety day at the elementary school this week.
- Chief Niedert and Captain Lau will attend the Iowa Police Chiefs Association conference at the end of the month. This training and networking event always covers cutting-edge topics for law enforcement leaders in our state.



Axon Enterprise, Inc.
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Scottsdale, Arizona 85255
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Domestic: (800) 978-2737
International: +1.800.978.2737

Q-676205-

Item #4.

Issued: 04/21/2025

Quote Expiration: 05/30/2025

Estimated Contract Start Date: 08/01/2025

Account Number: 327729

Payment Terms:

Mode of Delivery: UPS-GND

SHIP TO	BILL TO
Independence Police Department 1100 1st St E Independence, IA 50644-3118 USA	Independence Police Department - IA 1100 1st St E Independence IA 50644-3118 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Wesley Rouse Phone: Email: wrouse@axon.com Fax:	Brian Lau Phone: 319-334-2520 Email: blau@independenceia.gov Fax:

Quote Summary

Program Length	60 Months
TOTAL COST	\$145,000.00
ESTIMATED TOTAL W/ TAX	\$145,000.00

Discount Summary

Average Savings Per Year	\$15,297.84
TOTAL SAVINGS	\$76,489.20

Payment Summary

Item #4.

Date	Subtotal	Tax	Total
Jul 2025	\$29,000.00	\$0.00	\$29,000.00
Jul 2026	\$29,000.00	\$0.00	\$29,000.00
Jul 2027	\$29,000.00	\$0.00	\$29,000.00
Jul 2028	\$29,000.00	\$0.00	\$29,000.00
Jul 2029	\$29,000.00	\$0.00	\$29,000.00
Total	\$145,000.00	\$0.00	\$145,000.00

Quote Unbundled Price:

Quote List Price:

Quote Subtotal:

\$221 Item #4.

\$172,986.40

\$145,000.00

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
B00047	BUNDLE - AXON BODY CAMERA STARTER BUNDLE	14	60	\$94.50	\$53.08	\$53.08	\$44,587.20	\$0.00	\$44,587.20
Fleet3B+TAP	Fleet 3 Basic + TAP	10	60	\$227.59	\$204.74	\$159.74	\$95,844.00	\$0.00	\$95,844.00
A la Carte Hardware									
11508	AXON BODY - MOUNT - RAPIDLOCK DOUBLE MOLLE	14			\$34.00	\$34.00	\$476.00	\$0.00	\$476.00
100975	AXON BODY - WING CLIP - HIGH RETENTION + TORQUE RAPIDLOCK	14			\$34.00	\$34.00	\$476.00	\$0.00	\$476.00
74021	AXON BODY - MOUNT - MAGNET THICK OUTERWEAR RAPIDLOCK	14			\$34.00	\$34.00	\$476.00	\$0.00	\$476.00
A la Carte Software									
100673	AXON EVIDENCE - ECOM LICENSE - CONVERSION BASIC TO PRO	1	60		\$27.12	\$27.12	\$1,627.20	\$0.00	\$1,627.20
A la Carte Services									
80146	AXON BODY - PSO - VIRTUAL STARTER	1			\$2,500.00	\$1,513.60	\$1,513.60	\$0.00	\$1,513.60
Total							\$145,000.00	\$0.00	\$145,000.00

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BUNDLE - AXON BODY CAMERA STARTER BUNDLE	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	14	1	07/01/2025
BUNDLE - AXON BODY CAMERA STARTER BUNDLE	100206	AXON BODY 4 - 8 BAY DOCK	2	1	07/01/2025
BUNDLE - AXON BODY CAMERA STARTER BUNDLE	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	16	1	07/01/2025
BUNDLE - AXON BODY CAMERA STARTER BUNDLE	11507	AXON BODY - MOUNT - RAPIDLOCK SINGLE MOLLE	16	1	07/01/2025
BUNDLE - AXON BODY CAMERA STARTER BUNDLE	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	2	1	07/01/2025
BUNDLE - AXON BODY CAMERA STARTER BUNDLE	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	2	1	07/01/2025
Fleet 3 Basic + TAP	100989	AXON FLEET - CRADLEPOINT R920-C7A+5YR NETCLOUD	10	1	07/01/2025
Fleet 3 Basic + TAP	70112	AXON SIGNAL - VEHICLE	10	1	07/01/2025
Fleet 3 Basic + TAP	71200	AXON FLEET - AIRGAIN ANT - 5-IN-1 2LTE 2WIFI 1GNSS BL	10	1	07/01/2025
Fleet 3 Basic + TAP	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	10	1	07/01/2025
Fleet 3 Basic + TAP	72049	AXON FLEET 3 - SIM INSERTION - TMO	10	1	07/01/2025
A la Carte	100975	AXON BODY - WING CLIP - HIGH RETENTION + TORQUE RAPIDLOCK	14	1	07/01/2025
A la Carte	11508	AXON BODY - MOUNT - RAPIDLOCK DOUBLE MOLLE	14	1	07/01/2025
A la Carte	74021	AXON BODY - MOUNT - MAGNET THICK OUTERWEAR RAPIDLOCK	14	1	07/01/2025
BUNDLE - AXON BODY CAMERA STARTER BUNDLE	73309	AXON BODY - TAP REFRESH 1 - CAMERA	14	1	12/31/2027

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BUNDLE - AXON BODY CAMERA STARTER BUNDLE	73689	AXON BODY - TAP REFRESH 1 - DOCK MULTI BAY	2	1	12/31/2027
Fleet 3 Basic + TAP	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT	10	1	07/01/2030

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - AXON BODY CAMERA STARTER BUNDLE	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	14	08/01/2025	07/31/2030
BUNDLE - AXON BODY CAMERA STARTER BUNDLE	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	14	08/01/2025	07/31/2030
Fleet 3 Basic + TAP	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	10	08/01/2025	07/31/2030
Fleet 3 Basic + TAP	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	20	08/01/2025	07/31/2030
A la Carte	100673	AXON EVIDENCE - ECOM LICENSE - CONVERSION BASIC TO PRO	1	08/01/2025	07/31/2030

Services

Bundle	Item	Description	QTY
Fleet 3 Basic + TAP	73391	AXON FLEET 3 - DEPLOYMENT PER VEHICLE - NOT OVERSIZED	10
A la Carte	80146	AXON BODY - PSO - VIRTUAL STARTER	1

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - AXON BODY CAMERA STARTER BUNDLE	80464	AXON BODY - TAP WARRANTY - CAMERA	14	07/01/2026	07/31/2030
BUNDLE - AXON BODY CAMERA STARTER BUNDLE	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	2	07/01/2026	07/31/2030
Fleet 3 Basic + TAP	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	10	07/01/2026	07/31/2030
Fleet 3 Basic + TAP	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	10	07/01/2026	07/31/2030

Shipping Locations

Item #4.

Location Number	Street	City	State	Zip	Country
1	1100 1st St E	Independence	IA	50644-3118	USA

Payment Details

Jul 2025

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 1	100673	AXON EVIDENCE - ECOM LICENSE - CONVERSION BASIC TO PRO	1	\$325.44	\$0.00	\$325.44
Year 1	100975	AXON BODY - WING CLIP - HIGH RETENTION + TORQUE RAPIDLOCK	14	\$95.20	\$0.00	\$95.20
Year 1	11508	AXON BODY - MOUNT - RAPIDLOCK DOUBLE MOLLE	14	\$95.20	\$0.00	\$95.20
Year 1	74021	AXON BODY - MOUNT - MAGNET THICK OUTERWEAR RAPIDLOCK	14	\$95.20	\$0.00	\$95.20
Year 1	80146	AXON BODY - PSO - VIRTUAL STARTER	1	\$302.72	\$0.00	\$302.72
Year 1	B00047	BUNDLE - AXON BODY CAMERA STARTER BUNDLE	14	\$8,917.42	\$0.00	\$8,917.42
Year 1	Fleet3B+TAP	Fleet 3 Basic + TAP	10	\$19,168.82	\$0.00	\$19,168.82
Total				\$29,000.00	\$0.00	\$29,000.00

Jul 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	100673	AXON EVIDENCE - ECOM LICENSE - CONVERSION BASIC TO PRO	1	\$325.44	\$0.00	\$325.44
Year 2	100975	AXON BODY - WING CLIP - HIGH RETENTION + TORQUE RAPIDLOCK	14	\$95.20	\$0.00	\$95.20
Year 2	11508	AXON BODY - MOUNT - RAPIDLOCK DOUBLE MOLLE	14	\$95.20	\$0.00	\$95.20
Year 2	74021	AXON BODY - MOUNT - MAGNET THICK OUTERWEAR RAPIDLOCK	14	\$95.20	\$0.00	\$95.20
Year 2	80146	AXON BODY - PSO - VIRTUAL STARTER	1	\$302.72	\$0.00	\$302.72
Year 2	B00047	BUNDLE - AXON BODY CAMERA STARTER BUNDLE	14	\$8,917.42	\$0.00	\$8,917.42
Year 2	Fleet3B+TAP	Fleet 3 Basic + TAP	10	\$19,168.82	\$0.00	\$19,168.82
Total				\$29,000.00	\$0.00	\$29,000.00

Jul 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 3	100673	AXON EVIDENCE - ECOM LICENSE - CONVERSION BASIC TO PRO	1	\$325.44	\$0.00	\$325.44
Year 3	100975	AXON BODY - WING CLIP - HIGH RETENTION + TORQUE RAPIDLOCK	14	\$95.20	\$0.00	\$95.20
Year 3	11508	AXON BODY - MOUNT - RAPIDLOCK DOUBLE MOLLE	14	\$95.20	\$0.00	\$95.20
Year 3	74021	AXON BODY - MOUNT - MAGNET THICK OUTERWEAR RAPIDLOCK	14	\$95.20	\$0.00	\$95.20
Year 3	80146	AXON BODY - PSO - VIRTUAL STARTER	1	\$302.72	\$0.00	\$302.72
Year 3	B00047	BUNDLE - AXON BODY CAMERA STARTER BUNDLE	14	\$8,917.42	\$0.00	\$8,917.42
Year 3	Fleet3B+TAP	Fleet 3 Basic + TAP	10	\$19,168.82	\$0.00	\$19,168.82
Total				\$29,000.00	\$0.00	\$29,000.00

Jul 2028

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	100673	AXON EVIDENCE - ECOM LICENSE - CONVERSION BASIC TO PRO	1	\$325.44	\$0.00	\$325.44
Year 4	100975	AXON BODY - WING CLIP - HIGH RETENTION + TORQUE RAPIDLOCK	14	\$95.20	\$0.00	\$95.20
Year 4	11508	AXON BODY - MOUNT - RAPIDLOCK DOUBLE MOLLE	14	\$95.20	\$0.00	\$95.20
Year 4	74021	AXON BODY - MOUNT - MAGNET THICK OUTERWEAR RAPIDLOCK	14	\$95.20	\$0.00	\$95.20
Year 4	80146	AXON BODY - PSO - VIRTUAL STARTER	1	\$302.72	\$0.00	\$302.72

Jul 2028

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	B00047	BUNDLE - AXON BODY CAMERA STARTER BUNDLE	14	\$8,917.42	\$0.00	\$8,917.42
Year 4	Fleet3B+TAP	Fleet 3 Basic + TAP	10	\$19,168.82	\$0.00	\$19,168.82
Total				\$29,000.00	\$0.00	\$29,000.00

Jul 2029

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 5	100673	AXON EVIDENCE - ECOM LICENSE - CONVERSION BASIC TO PRO	1	\$325.44	\$0.00	\$325.44
Year 5	100975	AXON BODY - WING CLIP - HIGH RETENTION + TORQUE RAPIDLOCK	14	\$95.20	\$0.00	\$95.20
Year 5	11508	AXON BODY - MOUNT - RAPIDLOCK DOUBLE MOLLE	14	\$95.20	\$0.00	\$95.20
Year 5	74021	AXON BODY - MOUNT - MAGNET THICK OUTERWEAR RAPIDLOCK	14	\$95.20	\$0.00	\$95.20
Year 5	80146	AXON BODY - PSO - VIRTUAL STARTER	1	\$302.72	\$0.00	\$302.72
Year 5	B00047	BUNDLE - AXON BODY CAMERA STARTER BUNDLE	14	\$8,917.42	\$0.00	\$8,917.42
Year 5	Fleet3B+TAP	Fleet 3 Basic + TAP	10	\$19,168.82	\$0.00	\$19,168.82
Total				\$29,000.00	\$0.00	\$29,000.00

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at <https://www.axon.com/sales-terms-and-conditions>), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

Cradlepoint Terms and Conditions:

By accepting this Quote including Cradlepoint products, Customer designates and authorizes Axon as its partner of record for purposes of Cradlepoint product renewals, support coordination, and other relevant functions. This designation applies to all Cradlepoint products acquired by Customer during the Subscription Term of this Quote whether directly from Cradlepoint, through Axon, or through any third-party vendor or distributor. Axon shall have no liability to Customer or any third party arising out of or relating to Axon's acts or omissions as the partner of record. Customer has the right to opt out of this authorization at any time by providing prior written notification to both Axon and Cradlepoint. Upon such notification, the designation will be removed. This authorization remains effective until formally removed in accordance with this section or as otherwise agreed between the parties in the Agreement.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Item #4.

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature

Date Signed

4/21/2025





Karl Emergency Vehicles

5983 NE Industry Dr
Des Moines, IA 50313
Phone: 515-264-6325

Item #4.

Quotation

Quote INDEPENDENCE POLICE DEPT
To: 2349 Jamestown Ave Ste 3

Quote Number: 13332	Contact:
Quote Date: 04/03/2025	Expires: 05/03/2025
Customer: INDEPEND0419	Inquiry:
Salesman: HOUSE	Terms: Net 30 Days
Ship Via:	Phone:
	FAX:

Thank you for the opportunity to submit this quote.

GETAC CAMERA SYSTEMS

Item	Part Number Description	Quantity	MSRP	Price	Total Line Price
1	BC-04-4K BWC DEVICE, 128 GB, WIFI + GPS + BLE, 5 YEARS WARRANTY, 5 YEARS BATTERY WARRANTY	14		\$1,188.55 /EA	\$16,639.70
2	GVS-OD4C5U	1		\$1,033.11 /EA	\$1,033.11
3	GVS-ORB342	14		\$19.53 /EA	\$273.42
4	GVS-ORB363	14		\$77.13 /EA	\$1,079.82
5	GVS-ORB46X	10		\$38.08 /EA	\$380.80
6	GVS-ORBB5U SINGLE PORT DOCK, INCLUDES USB- C TO USB-A CABLE, USB A EXTENSION CABLE, USB-A 10W AC ADAPTER, 5 YEAR WARRANTY	10		\$129.90 /EA	\$1,299.00
7	GVS-OTX15X BODY WORN CAMERA BLUETOOTH TRIGGER BOX, 5 YEAR WARRANTY	10		\$201.99 /EA	\$2,019.90
8	GVS-OBABNQXHXXXX VR-X20G3 for In-Car Video, supports up to 4 cameras - DVR(VR-X20G3)- Ultra5+8GB RAM+256GB SSD+2nd 256GB SSD , Blackbox Recording, Backup Battery, Crash Sensor, DVR mounting bracket, Display (CU-D50) - 5 Touch Display, includes cable (16ft), ZeroDark FHD IP Camera CA-NF21-146, (Wind Shield Mount), includes cable (25ft) , ZeroDark FHD IP Camera CA-NF21- 146IR, (Standard Mount), includes cable (14ft), Wiring kit(25ft), Wire Harness (2ft), 3 year hardware warranty	10		\$3,604.70 /EA	\$36,047.00

<u>Item</u>	<u>Part Number</u> <u>Description</u>	<u>Quantity</u>	<u>MSRP</u>	<u>Price</u>	<u>Total Line Price</u>
9	GVS-OIA05X Mounting Bracket (Visor) - ZeroDark Camera AND Display (CU-D50) Tahoe	1		\$98.90 /EA	\$98.90
10	GVS-GE-SVTREXT2Y In Car Video Solution Extended Warranty - Year 4 & 5 - Getac, In Car Video Solution, Extended Warranty, 2, Year	10		\$375.85 /EA	\$3,758.50
11	GVS-OUA03X Getac Cloud - Monthly Plan 3 (Cloud 60G, SW maintenance)	840		\$40.70 /EA	\$34,188.00
12	GVS-OUA04X GETAC CLOUD - MONTHLY PLAN 4 (UNLIMITED)	600		\$58.73 /EA	\$35,238.00
13	GVS-OZX0AX Tier 1 Cloud Deployment Service, 1 Remote Setup Days / Up to 3 Days Onsite (Project/Training)	1		\$8,564.85 /EA	\$8,564.85
14	GVS-591GV5000035 Mounting Bracket (Visor) - Front Camera AND Display (CU-D50) 2020 Interceptor	8		\$98.90 /EA	\$791.20
15	GVS-591GV5000036 Mounting Bracket (Visor)- Front Camera AND Display (CU-D50)-Dodge Durango	1		\$98.90 /EA	\$98.90
16	GPSDW-6-60-QW WHITE 8-1 SHARKEE	10	\$634.22	\$427.06 /EA	\$4,270.60
				Total:	\$145,781.70

***Quotes/Estimates are only valid for 60 days from the date of the quote. Please ensure to contact the individual you received the quote/estimate from to confirm validity of quote if past 60 days from the date of this correspondence.

***Any alterations or additions after approval of this quote may result in scheduling times being extended.

Acknowledgement / Date



Karl Emergency Vehicles

5983 NE Industry Dr
Des Moines, IA 50313
Phone: 515-264-6325

Item #4.

Quotation

Quote INDEPENDENCE POLICE DEPT
To: 2349 Jamestown Ave Ste 3

Quote Number: 13380	Contact:	
Quote Date: 04/09/2025	Expires: 05/09/2025	Inquiry:
Customer: INDEPEND0419	Terms: Net 30 Days	
Salesman: HOUSE	Phone:	
Ship Via:	FAX:	

Thank you for the opportunity to submit this quote.

Item	Part Number Description	Quantity	MSRP	Price	Total Line Price
1	5G CRADLEPOINTS	10		\$1,998.73 /EA	\$19,987.30
2	GPSDW-6-60-QW WHITE 8-1 SHARKEE	10	\$634.22	\$427.06 /EA	\$4,270.60
Total:					\$24,257.90

***Quotes/Estimates are only valid for 60 days from the date of the quote. Please ensure to contact the individual you received the quote/estimate from to confirm validity of quote if past 60 days from the date of this correspondence.

***Any alterations or additions after approval of this quote may result in scheduling times being extended.

Acknowledgement / Date

Quote Date:03/24/2025
Expiration Date:06/22/2025
Quote Created By:
David Helwich
Inside sales mobile video rep
David.Helwich@
motorolasolutions.com
312-909-4757

End Customer:
INDEPENDENCE POLICE DEPARTMENT
David Niedhart
chief@independanceia.org
13193342529

Contract: 36882 - NASPO Mobile Video
OK-MA-145-21-500
Payment Terms:30 NET

Summary:

Any sales transaction resulting from Motorola's quote is based on and subject to the applicable Motorola Standard Terms and Conditions, notwithstanding terms and conditions on purchase orders or other Customer ordering documents. Motorola Standard Terms and Conditions are found at www.motorolasolutions.com/product-terms.

Line #	Item Number	Description	Qty	Term	Contract Price	Disc %	Sale Price	Ext. Sale Price	Refresh Duration
Video as a Service									
1	AAS-M5-BWC-5YR	M500 IN-CAR SYSTEM WITH BODY WORN CAMERA AND VIDEO MANAGER EL CLOUD - 5 YEARS VIDEO-AS-A-SERVICE*	10	5 YEAR	\$13,500.00	0.0%	\$13,500.00	\$135,000.00	
2	PSV00S03898A	ON-SITE DEPLOYMENT, CONFIGURATION AND PROJECT MANAGEMENT	1		\$16,000.00	20.0%	\$16,000.00	\$16,000.00	
3	WGB-0703A	M500 ICV SYSTEM, V300 WIFI DOCK*	10		Included	Included	Included	Included	
4	WGC02001-VAAS	VIDEOMANAGER EL CLOUD, ANNUAL UNLIMITED STORAGE	10	5 YEAR	Included	Included	Included	Included	



Line #	Item Number	Description	Qty	Term	Contract Price	Disc %	Sale Price	Ext. Sale Price	Refresh Duration
		PER BODY WORN CAMERA VAAS							
5	WGB-0741A	V700 BODY WORN CAMERA FIRSTNET READY	10		Included	Included	Included	Included	3 YEAR
6	LSV07S03512A	ESSENTIAL SERVICE W/ACC DMG AND ADV REPLACEMENT	10	5 YEAR	Included	Included	Included	Included	
7	SWV07S03593A	SOFTWARE ENHANCEMENTS	10	5 YEAR	Included	Included	Included	Included	
8	WGB-0138AAS	TRANSFER STATION, 8 SLOTS, FOR V300/ V700 VAAS	1		Included	Included	Included	Included	
9	WGP02950	V700 BATTERY, 3.8V, 4180MAH, REMOVABLE	10		\$110.00	20.0%	\$110.00	\$1,100.00	
10	WGW00502	M500 EXTENDED WARRANTY	10	5 YEAR	Included	Included	Included	Included	
11	WGC02002-VAAS	VIDEOMANAGER EL CLOUD, ANNUAL UNLIMITED STORAGE PER IN-CAR VIDEO SYSTEM WITH 2 CAMERAS VAAS	10	5 YEAR	Included	Included	Included	Included	
12	WGB-0189A	MTIK CONF KIT,802.11AC,M500PO E,5GHZANT	10		Included	Included	Included	Included	
13	WGP01394-001	4RE/M500 RADIO ANTENNA CABLE, 17FT	10		Included	Included	Included	Included	
14	WGP01566-350	ACCESS POINT, MIKROTIK, 802.11AC, 5GHZ	2		\$200.00	20.0%	\$200.00	\$400.00	
15	WGP01567	BRKT KIT POINT UNIVERSAL J-MOUNT	2		\$20.00	20.0%	\$20.00	\$40.00	
16	WGP03085-KIT	V700 JACKET MAG MOUNT WITH BWC BOX	10		Included	Included	Included	Included	
17	WGP02919-KIT	INSTALL KIT, M500 DVR, CONSOLE MOUNT	10		Included	Included	Included	Included	



Line #	Item Number	Description	Qty	Term	Contract Price	Disc %	Sale Price	Ext. Sale Price	Refresh Duration
18	WGW00121	IN-CAR SYSTEM INSTALLATION (PER UNIT CHARGE)	10		\$650.00	-0.92%	\$820.00	\$8,200.00	
Video as a Service									
19	AAS-BWC-5YR-001	BODY WORN CAMERA AND VIDEO MANAGER EL CLOUD - 5 YEARS VIDEO-AS-A-SERVICE	4	5 YEAR	\$4,140.00	0.0%	\$4,140.00	\$16,560.00	
20	WGC02001-VAAS	VIDEOMANAGER EL CLOUD, ANNUAL UNLIMITED STORAGE PER BODY WORN CAMERA VAAS	4	5 YEAR	Included	Includ ed	Included	Included	
21	WGB-0741A	V700 BODY WORN CAMERA FIRSTNET READY	4		Included	Includ ed	Included	Included	3 YEAR
22	LSV07S03512A	ESSENTIAL SERVICE W/ACC DMG AND ADV REPLACEMENT	4	5 YEAR	Included	Includ ed	Included	Included	
23	SWV07S03593A	SOFTWARE ENHANCEMENTS	4	5 YEAR	Included	Includ ed	Included	Included	
24	WGP02798-KIT	V700 MAGNETIC MOUNT WITH BWC BOX	4		Included	Includ ed	Included	Included	
25	WGP02950	V700 BATTERY, 3.8V, 4180MAH, REMOVABLE	4		\$110.00	20.0%	\$110.00	\$440.00	
26	WGB-0178AAS	VIDEO EQUIPMENT, V700 USB DESKTOP DOCK VAAS	4		Included	Includ ed	Included	Included	
27	AAS-BWC-USB-DOC	V300/V700 USB CHARGE/UPLOAD DOCK - VIDEO-AS-A- SERVICE	4	5 YEAR	\$240.00	0.0%	\$240.00	\$960.00	
LPR Integrations and Parking									
28	WGS00224	M500 BASIC ALPR ANNUAL SERVICE	9	1 YEAR	\$549.96	100.0 %	\$0.00	\$0.00	
29	RMT-IC-LPR	REMOTE IN-CAR LPR SETUP	1		\$160.00	100.0 %	\$0.00	\$0.00	
Investigative LPR Applications									



Line #	Item Number	Description	Qty	Term	Contract Price	Disc %	Sale Price	Ext. Sale Price	Refresh Duration
30	VS-VM-HS	SOFTWARE,VEHICLEMANAGER HOSTED SUBSCRIPTION	1	1 YEAR	\$3,500.04	100.0 %	\$0.00	\$0.00	
31	ACC-SFT-ENBL	ACCOUNT/SOFTWARE ENABLEMENT	1		\$330.00	100.0 %	\$0.00	\$0.00	
Grand Total							\$178,700.00(USD)		



Pricing Summary

	Sale Price
Upfront Costs for Hardware, Accessories and Implementation (if applicable)	\$56,684.00
Year 2 Subscription Fee	\$30,504.00
Year 3 Subscription Fee	\$30,504.00
Year 4 Subscription Fee	\$30,504.00
Year 5 Subscription Fee	\$30,504.00
Grand Total System Price (Inclusive of Upfront and Annual Costs)	\$178,700.00

**Upfront costs include the cost of Hardware, Accessories and Implementation, where applicable.*

Notes:

- The Pricing Summary is a breakdown of costs and does not reflect the frequency at which you will be invoiced.
- Additional information is required for one or more items on the quote for an order.
- This quote contains items with approved price exceptions applied against them.
- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.
- Unless otherwise noted in this quote / order, installation of equipment is not included.



MOTOROLA SOLUTIONS **VIDEO-AS-A-SERVICE OVERVIEW**

QUOTE-2939278
 (15) V700 (9) M500 Independence
 PD

Video-as-a-Service (VaaS) is a subscription-based solution that provides agencies with Motorola's industry-leading evidence collection and management tools. VaaS includes access to high definition camera systems and the VideoManager EL Cloud evidence management platform.

VideoManager EL Cloud automates data maintenance and facilitates administration of your department's devices in a Government cloud-based storage solution. Agencies can capture, record, store, and efficiently manage all evidentiary data with VideoManager.

In addition, the VaaS solution can be expanded with CommandCentral Evidence to provide a single, streamlined workflow in the industry's only end-to-end digital evidence management ecosystem.



When combined into a single solution, these tools enable officers in the field to easily capture, record, and upload evidence, as well as efficiently manage and share that evidentiary data. Because Video-as-a-Service requires no up-front purchase of equipment or software, it provides a simple way to quickly deploy and begin using a complete camera and evidence management solution for a per device charge, billed quarterly.



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MOTOROLA SOLUTIONS **VIDEOMANAGER EL CLOUD SOLUTION DESCRIPTION**

QUOTE-2939278
 (15) V700 (9) M500 Independence
 PD

VideoManager EL Cloud simplifies evidence management, automates data maintenance, and facilitates management of your department's devices, all in a cloud-based, off-premises storage solution.

It is compatible with V300 and VISTA body-worn cameras, as well as M500 and 4RE in-car video systems, enabling you to upload video evidence quickly and securely. It also allows live-streaming capabilities through the optional SmartControl and SmartConnect applications.

VIDEO EVIDENCE MANAGEMENT

Using VideoManager EL Cloud delivers benefits to all aspects of video evidence management. From streamlining the evidence review process to automatically maintaining your stored data, VideoManager EL Cloud makes evidence management as efficient as possible. With VideoManager EL Cloud, you minimize the amount of time spent manually managing evidence, allowing your team to spend more time in the field.

Simplified Evidence Review

VideoManager EL Cloud makes evidence review easier by allowing users to upload evidence into cloud storage from their in-field devices. When evidence is uploaded, important information is sorted, which groups relevant evidence together. This information includes a recording's date and time, device used to capture, event ID, officer name, and event type. This allows you to view recordings of an incident that were taken from several devices simultaneously, eliminating the task of reviewing irrelevant footage during review.

Its built-in media player includes a visual display of incident data, allowing you to tag moments of interest, such as when lights, sirens, or brakes were activated during the event timeline.

Other relevant files, such as PDFs, spreadsheets, reports, third-party videos, audio recordings, pictures, and drawings, can also be grouped together and stored under a specific case entry, allowing all pertinent information to be stored together in VideoManager EL.

Easy Evidence Sharing

VideoManager EL Cloud allows you to easily share information in the evidence review or judiciary sharing process by exporting evidence data as MP4 files.

You can also find relevant evidence data using audit log filters, including criteria such as import, export, playback, download, share, and modify dates.

Automatic Data Maintenance

VideoManager EL Cloud lets you automatically organize the evidence data you store, allowing you to save time that would be spent manually managing it. It can schedule the automatic movement or purging of events on a daily, weekly, or monthly basis, based on how the user wants to configure the system.

Security groups and permissions are easily set-up in VideoManager EL Cloud, allowing you to grant individuals access to evidence on an as-needed basis.



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**Integration with In-Car and Body-Worn Cameras**

QUOTE-2939278
(15) V700 (9) M500 Independence
PD

Officers on the road are able to automatically upload encrypted video from in-car systems and body cameras. This eliminates the need for trips to and from the station solely for uploading data into the system.

Video and audio captured by the M500, V300, 4RE and VISTA camera systems are automatically linked in VideoManager EL Cloud based on time and location. You can then utilize synchronized playback and export of video and audio from multiple devices in the same recording group, where video and audio streams can be matched together.

Optional Live Video Streaming

VideoManager EL Cloud integrates with SmartControl, an optional mobile application for Android or iOS that allows officers to complete evidence review work normally completed at their desk from their smartphone.

SmartControl also allows officers to categorize recordings using event tags, stream live video from, and change camera settings, such as adjusting field of view, brightness, and audio levels.

SmartConnect, an optional smartphone application, provides VISTA body-worn camera users with immediate in-field access to their body cameras. SmartConnect includes the ability to pair with VISTA cameras, adjust officer preferences, categorize recordings with incident IDs and case numbers, and play back recordings.

DEVICE MANAGEMENT

Agencies using VideoManager EL Cloud are able to assign users to devices, track them, and streamline shift changes. You can easily manage, configure, update firmware, and deploy in-car and body-worn cameras. Individual preference settings can be configured based on user profiles, allowing quick device transactions within a pooled device system. VideoManager EL Cloud also tracks devices and enables them to be quickly exchanged between officers during shift changes. This minimizes the amount of devices needed for your fleet.

Device Tracking

You can easily manage, configure, and deploy their in-car and body-worn cameras in VideoManager EL Cloud. Devices can be assigned to personnel within VideoManager EL Cloud and tracked, helping agencies keep track of which users have specific devices.

Faster Shift Changes

VideoManager EL Cloud's Rapid Checkout Kiosk feature allows agencies to take advantage of a pooled camera system to utilize fewer cameras. Rapid Checkout Kiosk feature allows agencies using a pooled camera system to use fewer cameras. Cameras can be checked out at the start of a shift using an easy-to-use interface. At the end of the shift, the camera can be returned to its dock, where the video is automatically uploaded and the camera is made ready to be checked out and used for the next shift.

Devices can also be configured to remember individual preference settings for each user, including volume level, screen brightness and camera aim. These settings are applied whenever a device is assigned to a specific officer. A variety of settings within VideoManager EL Cloud also enable you to configure devices to operate in alignment with your agency's policies and procedures.





QUOTE-2939278

(15) V700 (9) M500 Independence
PD

1 V700 Body-Worn Camera Solution Description

The V700 body-worn camera captures clear video and audio of every encounter from the user's perspective. Its continuous- operation capabilities allow constant recording, helping the user to capture every detail of each situation and create a reliable library of evidence for case-building and review. The V700 can stream live video and report real time GPS location through a built-in LTE modem, directly to the suite of CommandCentral applications.

The V700 is easy to operate, with four control buttons. Its innate Record-After-the-Fact® (RATF) technology enables the device to capture important video evidence that can be retrieved hours or days after an incident occurs, even if a recording is not triggered by the user or sensor. With RATF, officers can prioritize response to immediate threats versus manually activating their camera.



1.1. KEY FEATURES OF THE V700

- **Detachable Battery** – The V700's detachable battery allows officers to switch to a fully-charged battery if their shift goes longer than expected. Since the battery charges without being attached to the V700, the battery is kept fully charged in the dock ready for use. This feature is especially helpful for agencies that share body-worn cameras with multiple officers.
- **Wireless Uploading** – Recordings made by the V700 are uploaded to the agency's evidence management system via LTE. Upload over WiFi will be available soon. This enables easy transfer of critical recordings to headquarters for immediate review or long-term storage.
- **Real-time Location and Video Streaming** – With built-in LTE connectivity, the V700 paired with CommandCentral Aware will send location updates and stream live video to a dispatch center or Real Time Crime Center (RTCC) giving the agency a complete and accurate view of their officers for better coordination and quicker response times.
- **LTE Service Ready** – The V700 is approved for use on Verizon and FirstNet networks in the U.S. and Bell Mobility in Canada. The V700 will ship with a pre-installed SIM from both carriers, ready for service activation upon arrival with a data plan that best suits the agency's needs. LTE service activation would be on the agency's carrier account. Motorola Solutions does not provide LTE service for the V700 camera.
- **Data Encryption** – The V700 uses FIPS-140-2 compliant encryption at-rest and in-transit. This ensures recordings made by the agency's officers are secure from unauthorized access.
- **Record-After-The-Fact®** – Our patented Record-After-the-Fact® technology captures footage even when the recording function is not engaged. The camera user or admin can request video footage from a specific point in the past to be uploaded to the evidence management system, hours or even days after the event occurred.
- **Natural Field of View** – The V700 eliminates the fisheye effect from wide-angle lenses that warps video footage. Distortion correction ensures a clear and complete evidence review process. The V700's high quality, low light sensor captures an accurate depiction of recorded events, even in challenging lighting conditions.
- **SmartControl Application** – To maximize efficiency in the field, the Motorola Solutions SmartControl app enables V700 users to preview video recordings, add or edit tags, change camera settings and view live video from the camera. The app is available for both iOS and Android phones.
- **In-Field Tagging** – The V700 enables easy in-field event tagging. It allows officers to view event tags and save them to the appropriate category directly from the body-worn camera or via the SmartControl app.
- **Auto Activation** – The V700 body-worn camera(s) paired with an M500 or 4RE in-car video system(s) can form a recording group, which automatically starts recording when one of the devices begins to



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QUOTE-2939278

(15) V700 (9) M500 Independence

record. Each device can be configured to initiate a group recording using triggers like lights, sirens, doors, gun racks, and other auxiliary inputs. Up to eight V700s can form a recording group and collaborate on recordings, without a corresponding in-car video system, using similar triggers. Group recordings are uploaded and automatically linked to the evidence management system as part of one event.

1.2. V700 AND IN-CAR VIDEO INTEGRATION

The V700 integrates seamlessly with the M500 or 4RE in-car video systems, capturing video of an incident from multiple vantage points. This integration includes the following features:

- **Distributed Multi-Peer Recording** – Multiple V700 body-worn cameras and in-car video systems can form a recording group and based on the configuration, automatically start recording when one of the devices begins to record. Group recordings are uploaded and automatically linked to the evidence management system as part of one incident.
- **Automatic Tag Pairing** – Recordings captured by integrated V700 body-worn cameras and in-car video systems can be uploaded to the evidence management system with the same tags. From the in-car video system's display, videos can be saved under the appropriate tag category. The tag is then automatically shared with the V700 video and uploaded as part of one incident along with the officer's name.
- **Evidence Management Software** – When V700 body-worn cameras and in-car video systems record the same incident, the Motorola Solutions evidence management software automatically links those recordings based on officer name, date, and time overlap.
- **Additional Audio Source** – The V700 can serve as an additional audio source when integrated with the in-car video system. The V700 also provides an additional view of the incident and inherits the event properties of the in-car video system's record, such as officer name, event category, and more, based on configuration.

1.3. V700 AND APX RADIO INTEGRATION

Motorola Solutions' APX two-way radios can pair with V700 body-worn cameras to automate video capture through Bluetooth. When the APX's emergency mode button is pressed, or the ManDown feature is activated, the V700 is triggered to start recording immediately. The recording will continue until manually stopped by the officer via the start/stop button on the V700 or group in-car video system.

1.4. HOLSTER AWARE™ INTEGRATION

The V700 integrates with a Holster Aware™ sensor through Bluetooth. If configured, the sensor automatically prompts the V700 to record the moment the holstered equipment is drawn. The holster sensor information is stored with the V700 user profile and uploaded to the evidence management system. If the user is assigned to a different camera, the holster sensor information will be applied to the new camera. The holster sensor allows officers to record high-stress events as they unfold, without having to sacrifice situational awareness by manually activating the V700.





1.5. DOCKING STATIONS

The V700 has three docking options:



Transfer Station – The Transfer Station is built for large, multi-location agencies with large numbers of V700 cameras in service at any given time. It can charge up to eight fully assembled body-worn cameras or individual batteries. The eight docking slots include an LED indication of a battery charging and upload status. While the V700 charges, the Transfer Station can automatically offload recordings from the camera to the evidence management system via an integrated 2.5Gb switch. The Transfer Station connects directly to the LAN for fast offload of recorded events to storage, while charging the body-worn camera battery. The Transfer Station supports comprehensive device management capabilities, such as camera configuration, checkout and officer assignment options; rapid checkout, kiosk, and individual camera checkout; automatic firmware and configuration updates.



USB Base – The USB Base charges the battery of a single V700 or standalone battery pack. The USB Base can be mounted in a vehicle or attached to a desktop or Mobile Data Computer with 12V or USB connection for power. The USB Base has LED indications for battery charging status and upload, and an ambient light sensor for optimal LED brightness control from bright sunlight to the dim interior of a patrol car. When connected to a laptop or desktop computer, the USB Base can be used to upload recordings to the evidence management system, as well as, receive firmware and configuration updates.



Wi-Fi Base – The Wi-Fi Base is mounted in a vehicle. It facilitates V700 upload of video evidence to the evidence management system, firmware updates, communication between V700 and in-car video system group devices and charges fully assembled V700s or individual battery packs. It has LED indications of battery charging status and upload, and an ambient light sensor for optimal LED brightness control, from bright sunlight to the dim interior of a patrol car.

1.6. MOUNTING SOLUTIONS

V700 is compatible with the entire line of V300 mounting solutions as depicted below.

WGP02798

WGA00669

WGA00668

WGP02697

WGP03088

WGP03085



Magnetic
Center Shirt
Mount



Tek-Lok Belt
Mount



Molle Locking
Mount



Shirt
Clip



Heavy
Jacket Clip



Heavy Jacket
Magnetic Mount



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QUOTE-2939278
(15) V700 (9) M500 Independence
PD

M500 IN-CAR VIDEO SYSTEM

SOLUTION DESCRIPTION

The M500 In-Car Video System is the first AI-enabled in-car video solution for law enforcement. It combines Motorola's powerful camera technology with our industry-leading digital evidence management software, VideoManager, to deliver high-quality digital evidence and real-time analytics.

The M500 offers the following benefits:

- Delivers exceptionally clear, evidence-grade video, from inside and outside the vehicle

The M500 has three high-definition cameras, mounted on the front and rear windshield and in the cabin. The front camera has a 4K sensor, with an ultra high-definition recording resolution that captures both wide-angle and focused video streams. The cabin camera's infrared illumination allows backseat recording in total darkness, and a built-in microphone captures audio in the vehicle during recording.

- Works reliably, even in challenging situations

The cameras and processor are small, rugged devices, easily and securely installed where they do not hinder any line of sight. They are tamper proof and built to withstand significant impact and severe weather conditions. Even if a vehicle is in a serious collision, the Uninterruptible Power Supply automatically kicks in to continue capturing evidence for those critical extra seconds.

- Protects video data, whether in transit or at rest

The powerful core processor, with a 1 terabyte drive, securely stores all video footage, encrypting the data to prevent cyber threats.

- Provides users a reliable, easy-to-learn system

Ease of use is at the heart of the M500. The interface is highly intuitive, and any feature can be accessed with no more than three touches of the control panel. Users can start a recording manually or program sensors to activate a recording when triggered – such as a siren, blue lights, vehicle speed, crash detection, wireless microphones, and more. After the recording starts and is categorized, everything is automated, including the uploading of footage to the system's evidence management software, VideoManager. There, recordings are easily managed, redacted, organized, and shared with all authorized parties, including first responders, fleet managers, investigative officers, supervisors, prosecutors, and legal teams.

- Increases efficiency

The system's software makes it easy to search and analyze video footage, which can save countless hours for users and minimize human error.



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QUOTE-2939278
(15) V700 (9) M500 Independence
PD

- Promotes trust

By providing a clear record of incidents that occur while officers are on duty, the M500 promotes trust between public safety agents and the communities they serve.

- Integrates seamlessly with other Motorola technologies

The M500 offers additional benefits when working in conjunction with Motorola's V700 Body-Worn Camera or L5M License Plate Recognition camera and VehicleManager.

When used with the V700, the M500 in-car video system triggers the V700 to record at the same time. Officers can focus on the situation at hand, while the cameras – working together as a seamless system – capture synchronized recording from multiple vantage points. The footage is uploaded to and can be reviewed on the same system.

When used with the L5M, both the LPR camera and the M500 feed their collected license plate data into Vigilant VehicleManager and display the information on a single interface. Working together, the systems increase coverage while maintaining ease of use through a shared user interface and database.

The M500 is a reliable and comprehensive mobile video solution that will enhance safety, promote accountability, and improve efficiency. It ensures that you always have the critical information needed for smarter, faster decisions to help keep officers and the communities they serve safe.



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MOBILE VIDEO PRODUCTS NEW SYSTEM STATEMENT OF WORK

OVERVIEW

This Statement of Work (SOW) outlines the responsibilities of Motorola Solutions, Inc. (Motorola) and the Customer for the implementation of body-worn camera(s) and/or in-car video system(s) and your digital evidence management solution. For the purpose of this SOW, the term "Motorola" may refer to our affiliates, subcontractors, or certified third-party partners. A third-party partner(s) (Motorola-certified installer) will work on Motorola's behalf to install your in-car video system(s) (if applicable).

This SOW addresses the responsibilities of Motorola and the Customer that are relevant to the implementation of the hardware and software components listed in the Solutions Description. Any changes or deviations from this SOW must be mutually agreed upon by Motorola and the Customer and will be addressed in accordance with the change provisions of the Contract. The Customer acknowledges any changes or deviations from this SOW may incur additional cost.

Motorola and the Customer will work to complete their respective responsibilities in accordance with the Project Schedule. Any changes to the Project Schedule must be mutually agreed upon by both parties in accordance with the change provisions of the Contract.

Unless specifically stated, Motorola will perform the work remotely. The Customer will provide Motorola personnel with access to their network and facilities so Motorola is able to fulfill its obligations. All work will be performed during normal business hours based on the Customer's time zone (Monday through Friday from 8:00 a.m. to 5:00 p.m.).

The number and type of software subscription licenses, products, or services provided by Motorola are specifically listed in the Contract and referenced in the SOW. Services provided under this SOW are governed by the mutually executed Contract between the parties, or Motorola's Master Customer Agreement and applicable addenda ("Contract").

AWARD, ADMINISTRATION, AND PROJECT INITIATION

Project Initiation and Planning will begin following the execution of the Contract between Motorola and the Customer. At the conclusion of Project Planning, Motorola's Project Manager (PM) will begin status meetings and provide status reports on a regular cadence with the Customer's PM. The status report will provide a summary of activities completed, activities planned, progress against the project schedule, items of concern requiring attention, as well as, potential project risks and agreed upon mitigation actions.

Motorola utilizes Google Meet as its teleconference tool. If the Customer desires to use an alternative teleconferencing tool, any costs incurred from the use of this alternate teleconferencing tool will be the responsibility of the Customer.

FBI-CJIS SECURITY POLICY – CRIMINAL JUSTICE INFORMATION

CJIS Security Policy Compliance

Motorola does not believe our Mobile Video offerings (i.e. in-car/body-worn cameras) require compliance with the FBI-CJIS Security Policy (CJISSECPOL) based on the definition in Section 4 of CJISSECPOL and how the FBI-CJIS defines Criminal Justice Information. However, Motorola does design its products with the CJISSECPOL





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security controls as a guide. Motorola's Mobile Video system design and features support best practice security controls and policy compliance. In the event of a CJIS technical audit request, Motorola will support the Customer throughout this process.

Personnel Security – Background Screening

Motorola will assist the Customer with completing the CJIS Security Policy Section 5.12 Personnel Security related to authorized personnel background screening when requested to do so by the Customer. Based on Section 5.12, a Motorola employee is defined as someone who is required to be on the Customer's property with unescorted access. Motorola employees will also have access to the Customer's network(s) and stored information. Motorola has remote access tools to support virtual escorted access to on-premises customer assets.

Additionally, Motorola performs independent criminal background investigations including name based background checks, credential and educational vetting, credit checks, U.S. citizen and authorized worker identity verification on its employees.

Motorola will support the Customer in the event of a CJIS audit request to validate employees assigned to the project requiring CJIS Section 5.12 Personnel Security screening and determine whether this list is up to date and accurate. Motorola will notify the Customer within 24 hours or next business day of a personnel status change.

Security Awareness Training

Motorola requires all employees who will support the Customer to undergo Level 3 Security Awareness Training provided by Peak Performance and their CJIS online training platform. If the Customer does not have access to these records, Motorola can facilitate proof of completion. If the Customer requires additional and/or separate training, Motorola will work with the Customer to accommodate this request at an additional cost.

CJIS Security Addendum

Motorola requires all employees directly supporting the Customer to sign the CJIS Security Addendum if required to do so by the Customer.

Third Party Installer

The Motorola-certified third party installer will work independently with the Customer to complete the Section 5.12 Personnel Security checks, complete Security Awareness Training and execute the CJIS Security Addendum.

COMPLETION CRITERIA

The project is considered complete once Motorola has completed all responsibilities listed in this SOW. The Customer's task completion will occur based on the Project Schedule to ensure Motorola is able to complete all tasks without delays. Motorola will not be held liable for project delays due to incomplete Customer tasks.

The Customer must provide Motorola with written notification if they do not accept the completion of Motorola responsibilities. Written notification must be provided to Motorola within ten (10) business days of task completion. The project will be deemed accepted if no written notification is received within ten (10) business days.

In the absence of written notification for non-acceptance, beneficial use will occur thirty (30) days after functional demonstration of the system.



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SUBSCRIPTION SERVICE PERIOD

If the contracted system includes a subscription, the subscription service period will begin upon the Customer's receipt of credentials for access. The provision and use of the subscription service is governed by the Contract.

PROJECT ROLES AND RESPONSIBILITIES OVERVIEW

Motorola Project Roles and Responsibilities

The Motorola Project Team will be assigned to the project under the direction of the Motorola PM. Each team member will be engaged in different phases of the project as necessary. Some team members will be multi-disciplinary and may fulfill more than one role.

In order to maximize effectiveness, the Motorola Project Team will provide various services remotely by teleconference, web-conference, or other remote method in order to fulfill our commitments as outlined in this SOW.

Our experience has shown customers who take an active role in the operational and educational process of their system realize user adoption sooner and achieve higher levels of success with system operation. The subsections below provide an overview of each Motorola Project Team Member.

Project Manager (PM)

The PM will be the principal business representative and point of contact for Motorola. The PM's responsibilities may include but are not limited to:

- Manage Motorola responsibilities related to the delivery of the project.
- Maintain the Project Schedule, and manage assigned Motorola personnel, subcontractors, and suppliers as applicable.
- Coordinate schedules of assigned Motorola personnel, subcontractors, and suppliers as applicable.
- Conduct equipment inventory if applicable.
- Maintain project communications with the Customer.
- Identify and manage project risks.
- Coordinate collaboration of Customer resources to minimize project delays.
- Evaluate project status against Project Schedule.
- Conduct status meetings on mutually agreed upon dates to discuss project status.
- Provide timely responses to Customer inquiries and issues related to project progress.
- Conduct daily status calls with the Customer during Go-Live.

Post Sales Engineer

The Post Sales Engineer will work with the Customer's Project Team on:

- Discovery validation.
- System provisioning.
- Covers the IT portion of the Project Kickoff Call with the Customer.
- Contracted data migration between two disparate digital evidence management systems (if applicable).



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System Technologist (ST)

The ST will work with the Customer's Project Team on:

- Configure Customer's digital evidence management system.
- Inspect installation and configure hardware devices.
- Provide instructions to the Customer on how to configure the hardware.
- Review Deployment Checklist with the Customer.
- Develop and submit a Trip Report.
- Update Customer IP Map.

Professional Services Engineer (if applicable)

The Professional Services Engineer is engaged on projects that include integration between Motorola's digital evidence management system and the Customer's third-party software application. Their responsibilities include:

- Delivery of the interface between Motorola's digital evidence management system and the Customer's third-party software (e.g. CAD).
- Work with the Customer to access required systems/data.

Application Specialist (if applicable)

The Application Specialist will work with the Customer Project Team on system provisioning and education. The Application Specialist's responsibilities include but are not limited to:

- Deliver provisioning education and guidance to the Customer for operating and maintaining their system.
- Provide product education as defined by this SOW and described in the Education Plan.
- Provide on-site training based on the products the Customer purchased.

Technical Trainer / Instructor

The Technical Trainer / Instructor provides training on-site or remote depending on the training topic and deployment services purchased.

Motorola-Certified Installer

The Motorola-certified installer is primarily responsible for installing in-car video systems (ICVs) into Customer vehicles. There are specific requirements the 3rd party partner must meet in order to be considered a Motorola-certified installer, and they include the following:

- **Required Training**
 - WTG0501 - M500 Vehicle Installation Certification (Remote) or WTG0503 - M500 Vehicle Installation Certification (Live)
 - Needs to be renewed yearly.
 - Needs to be submitted to the PM by the technician completing the installation no less than thirty (30) days prior to the installation.
 - Review of any previous Motorola Solutions Technical Notifications (MTNs).
- **Optional Training**
 - WGD00186 - M500 Installation Overview and Quick Start (NA)
 - Not required for installation. Available for the installing technician.
 - WGD00177 - M500 In-Car Video System Installation Guide
 - Not required for installation. Available for the installing technician.
 - MN010272A01 - M500 In-Car Video System Basic Service Manual



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- Not required for installation. Available for the installing technician.

Other responsibilities the Motorola-certified installer may be involved in include the installation of cellular routers or Access Points. These activities will only be completed by Motorola if Motorola quotes these services; otherwise, the completion of these services are solely the responsibility of the Customer.

Customer Support Services Team

The Customer Support Services Team will provide on-going support to the Customer following Go-Live and final acceptance of the project.

Customer Project Roles and Responsibilities

Motorola has defined key resources that are critical to this project and must participate in all the activities defined in this SOW. During the Project Planning phase, the Customer will be required to provide names and contact information for the roles listed below. It is critical that these resources are empowered to make decisions based on the Customer's operational and administration needs. The Customer Project Team will be engaged from Project Initiation through Beneficial Use of the system. In the event the Customer is unable to provide the resources identified in this section, Motorola may be able to supplement these resources at an additional cost.

Project Manager

The PM will act as the primary point of contact for the duration of the project. In the event the project involves multiple locations, Motorola will work exclusively with the Customer's primary PM. The PM's responsibilities will include, but are not limited to:

- Communicate and coordinate with other project participants.
- Manage the Customer Project Team including subcontractors and third-party vendors. This includes timely facilitation of tasks and activities.
- Maintain project communications with the Motorola PM.
- Identify tasks required of Customer staff that are outlined in this SOW and the Project Schedule.
- Consolidate all project inquiries from Customer staff to present to Motorola PM.
- Approve a deployment date offered by Motorola.
- Review Project Schedule with the Motorola PM and finalize tasks, dates, and responsibilities.
- Measure and evaluate progress against the Project Schedule.
- Monitor project to ensure resources are available as required.
- Attend status meetings.
- Provide timely responses to issues related to project progress.
- Liaise and coordinate with other agencies, Customer vendors, contractors, and common carriers.
- Review and administer change control procedures, hardware and software certification, and all related project tasks required to meet the deployment date.
- Ensure Customer vendors' readiness ahead of the deployment date.
- Assign one or more personnel to work with Motorola staff as needed for the duration of the project, including one or more representatives from the IT department.
- Identify a resource with authority to formally acknowledge and approve milestone recognition certificates, as well as, approve and release payments in a timely manner.
- Provide Motorola personnel with access to all Customer facilities where system equipment is to be installed. Temporary identification cards are to be issued to Motorola personnel, if required for access.
- Ensure remote network connectivity and access for Motorola resources.



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- Assume responsibility for all fees pertaining to licenses, inspections and any delays associated with inspections due to required permits as applicable to this project.
- Provide reasonable care to prevent equipment exposure from contaminants that may cause damage to the equipment or interruption of service.
- Ensure a safe working environment for Motorola personnel.
- Identify and manage project risks.
- Provide signature(s) of Motorola-provided milestone recognition certificate(s) within ten (10) business days of receipt.

IT Support

IT Support manages the technical efforts and ongoing activities of the Customer's system. IT Support will be responsible for managing Customer provisioning and providing Motorola with the required information for LAN, WAN, server and client infrastructure.

The IT Support Team responsibilities include but are not limited to:

- Participate in delivery and training activities to understand the software and functionality of the system.
- Participate with Customer Subject Matter Experts (SMEs) during the provisioning process and associated training.
- Authorize global provisioning decisions and be the Point of Contact (POC) for reporting and verifying problems.
- Maintain provisioning.
- Implement changes to Customer infrastructure in support of the proposed system.

Video Management Point of Contact (POC)

The Video Manager POC will educate users on digital media policy, participate in Discovery tasks, and complete the Video Management Administration training. The Customer is responsible for its own creation and enforcement of media protection policies and procedures for any digital media created, extracted, or downloaded from the digital evidence management system.

Subject Matter Experts (SMEs)

SMEs are a core group of users involved with the analysis, training and provisioning process, including making decisions on global provisioning. The SMEs should be experienced users in their own respective field (evidence, dispatch, patrol, etc.) and should be empowered by the Customer to make decisions based on provisioning, workflows, and department policies related to the proposed system.

Training POC

The Training POC will act as the course facilitator and is considered the Customer's educational monitor. The Training POC will work with Motorola when policy and procedural questions arise. They will be responsible for developing any agency specific training material(s) and configuring new users on the Motorola Learning eXperience Portal (LXP) system. This role will serve as the first line of support during Go-Live for the Customer's end users.



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General Customer Responsibilities (if applicable)

In addition to the Customer responsibilities listed above, the Customer is responsible for the following:

- All Customer-provided equipment, including third-party hardware and software needed for the proposed system but not listed as a Motorola deliverable. Examples include end user workstations, network equipment, etc.
- Configure, test, and maintain third-party system(s) that will interface with the proposed system.
- Establish an Application Programming Interface (API) for applicable third-party system(s) and provide documentation that describes the integration to the Motorola system.
- Coordinate and facilitate communication between Motorola and Customer third-party vendor(s) as required.
- Motorola-certified installers must be certified through LXP for remote or in person installation training. The Customer is responsible for work performed by non-certified installers.
- Upgrades to Customer's existing system(s) in order to support the proposed system.
- Mitigate the impact of upgrading Customer third-party system(s) that will integrate with the proposed system. Motorola strongly recommends working with the Motorola Project Team to understand the impact of such upgrades prior to taking action.
- Active participation of Customer SMEs during the course of the project.
- Electronic versions of any documentation associated with business processes identified.
- Providing a facility with the required computer and audio-visual equipment for training and work sessions.
- Ability to participate in remote project meetings using Google Meet or a mutually agreed upon Customer-provided remote conferencing tool.

Motorola is not responsible for any delays that arise from Customer's failure to perform the responsibilities outlined in this SOW or delays caused by Customer's third-party vendor(s) or subcontractor(s).

NETWORK AND HARDWARE REQUIREMENTS

The following requirements must be met by the Customer prior to Motorola installing the proposed system:

- Provide network connectivity for the transfer and exchange of data for the proposed system.
- Provide Virtual Private Network (VPN) remote access for Motorola personnel to configure the system and conduct diagnostics.
- Provide Internet access to server(s).
- Provide devices such as workstations, tablets, and smartphones with Internet access for system usage. Chrome is the recommended browser for optimal performance. The workstations must support MS Windows 11 Enterprise.
- Provide and install antivirus software for workstation(s).
- Provide Motorola with administrative rights to Active Directory for the purpose of installation, configuration, and support.
- Provide all environmental conditions such as power, uninterruptible power sources (UPS), HVAC, firewall and network requirements.
- Ensure required traffic is routed through Customer's firewall.

Motorola is not responsible for any costs or delays that arise from Customer's failure to meet network and hardware requirements.



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PROJECT PLANNING

A clear understanding of the needs and expectations of Motorola and the Customer is critical to fostering a collaborative environment of trust and mutual respect. Project Planning requires the gathering of specific information to set clear project expectations and guidelines, as well as lay the foundation for a successful implementation.

PROJECT PLANNING SESSION

A Project Planning Session will be scheduled after the Contract has been executed. The Project Planning Session is an opportunity for the Motorola and Customer PM to meet prior to the Project Kickoff Meeting and review key elements of the project and expectations. Depending on the items purchased, the agenda will typically include:

- A high level review of the following project elements:
 - Contract documents.
 - A summary of contracted applications and hardware as purchased.
 - Customer's involvement in project activities to confirm understanding of scope and required time commitments.
 - A high level Project Schedule with milestones and dates.
- Confirm CJIS background investigations and fingerprint requirements for Motorola employees and/or subcontractors.
- Determine Customer location for Motorola to ship their equipment for installation.

Motorola Responsibilities

- Schedule the remote Project Planning Session.
- Request the assignment of Customer Project Team and any additional Customer resources that are instrumental to the project's success.
- Provide the initial Project Schedule.
- Baseline the Project Schedule.
- Review Motorola's delivery approach and its reliance on Customer-provided remote access.
- Document mutually agreed upon Project Kickoff Meeting Agenda.
- Request user information required to establish the Customer in LXP.

Customer Responsibilities

- Identify Customer Project Team and any additional Customer resources that are instrumental to the project's success.
- Acknowledge the mutually agreed upon Project Kickoff Meeting Agenda.
- Provide approval to proceed with the Project Kickoff Meeting.

Motorola Deliverables

- Project Kickoff Meeting Agenda.

PROJECT KICKOFF

Motorola will work with the Customer to understand the impact of introducing a new solution and the preparedness needed for a successful implementation.





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Note – The IT Questionnaire is completed during the pre-sales process and prior to Contract award. The IT Questionnaire is given to Motorola at the time of offer acceptance. Delay in completing the IT Questionnaire may delay shipment of equipment. Motorola will not be responsible for any delays associated with or related to the completion of the IT Questionnaire.

Motorola Responsibilities

- Review Contract documents including project delivery requirements as described in this SOW.
- Discuss the deployment start date and deliver the Deployment Checklist.
- Discuss vehicle equipment installation activities and responsibilities.
- Discuss the equipment inventory process (if applicable).
- Discuss project team participants and their role(s) in the project with fulfilling the obligations of this SOW.
- Review resource and scheduling requirements.
- Discuss Motorola remote system access requirements (24-hour access to a secured two-way Internet connection through the Customer's firewall for the purpose of deployment and maintenance).
- Discuss and deliver the Business Process Review (BPR) Workbook.
- Complete all necessary documentation (i.e. fingerprints, background checks, card keys, etc.) required for Motorola resources to gain access to Customer facilities.
- Discuss the LXP training approach.
- Provide designated Customer administrator with access to LXP.
- Review and agree on completion criteria and the process for transitioning to support.

Customer Responsibilities

- Provide feedback on project delivery requirements.
- Review the Deployment Checklist.
- Review the roles of project participants to identify decision-making authority.
- Provide VPN access to Motorola personnel to facilitate delivery of services described in this SOW.
- Validate non-disclosure agreements, approvals, and other related items are complete (if applicable).
- Provide all documentation (i.e. fingerprints, background checks, card keys, etc.) required for Motorola resources to gain access to Customer facilities.
- Provide Motorola with names and contact information to the designated LXP Administrator(s).

Motorola Deliverables

- Project Kickoff Meeting Minutes.
- BPR Workbook.
- Deployment Checklist.

DISCOVERY TELECONFERENCE

During the Discovery Teleconference, Motorola will meet with the Customer to define system configuration, as well as, agency recording and retention policies. This information will be documented in the Business Process Review (BPR) Workbook, which is used as a guide for configuration and provisioning decisions.

Motorola Responsibilities

- Facilitate Discovery Teleconference(s).
- Review and complete BPR Workbook with the Customer.



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- Confirm Customer-provided configuration inputs.

Customer Responsibilities

- Gather and review information required to complete the BPR Workbook during the Discovery Teleconference.
- Schedule Customer Project Team and SMEs to attend the Discovery Teleconference. SMEs should be present to weigh-in on hardware, software and network components. Customer attendees should be empowered to convey policies and make modifications to policies as necessary.
- Return completed BPR Workbook no later than five (5) business days after the conclusion of the Discovery Teleconference.

Motorola Deliverables

- Completed BPR Workbook.



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PROJECT EXECUTION

HARDWARE PROCUREMENT AND INSTALLATION

Motorola will procure contracted hardware as part of the ordering process. The hardware will be configured with a basic profile in line with the information provided by the IT Questionnaire or Discovery Teleconference for installation and configuration of the system. The Customer is responsible for providing an installation environment that meets manufacturer's specifications for the hardware, which includes but is not limited to:

- Power
- Heating and Cooling
- Network Connectivity
- Access and Security
- Conduit and Cabling

Motorola Responsibilities

- Procure contracted equipment and ship to the Customer's designated location.
- Inventory equipment after arrival at Customer location (if applicable).
- Install backend server in Customer's designated area (if applicable).
- Conduct a power-on test to validate the installed hardware and software are ready for configuration.
- Verify remote connection to hardware.
- For an on-site deployment, Motorola will be responsible for verifying the body-worn camera Transfer Stations are connected to the Customer's network. The Customer is responsible for ensuring Motorola has the correct IP address(es) for configuring the Transfer Stations, and the Customer's network is operational.
- The installer will be responsible for installing the Access Point(s) (APs) if provided by Motorola (if applicable).
- The ST will verify whether the AP(s) are properly installed and connected to the network (if applicable).
- Create a Trip Report outlining the activities completed during configuration and testing of system hardware.

Customer Responsibilities (if applicable)

- Procure Customer-provided equipment and make it available at the installation location.
- Confirm the server room complies with environmental requirements (i.e. power, uninterruptible power, surge protection, heating/cooling, etc.).
- Verify the server is connected to the Customer's network.
- Provide, install, and maintain antivirus software for server(s) and/or workstation(s).
- Enable outgoing network connection (external firewall) to the CommandCentral cloud by utilizing the Customer's Internet connection (if applicable).
- Install Customer-supplied APs (if applicable).
- Verify APs are properly installed and connected to the network (if applicable).
- For remote deployments, the Customer is responsible for verifying the body-worn camera Transfer Stations are connected to their network.
- Confirm access to installed software on Customer-provided workstation(s).
- For body-worn cameras, the Customer will verify whether the Transfer Station(s) are connected to their network.

Motorola Deliverables

- Contracted Equipment.





- Equipment Inventory (if applicable).

In-Car Video System Configuration (if applicable)

The Motorola-certified installer will complete the installation of the in-car video (ICV) system(s) within the Customer-provided vehicle(s). The installer may also be responsible for installing cellular routers or WiFi radios inside the vehicle(s) for wireless upload of video to the Customer's digital evidence management system.

The Customer vehicles must be available for the ST to complete the configuration and testing of the contractual number of ICVs. If the Customer does not have all vehicles available during the agreed upon date and time, the Customer may opt to sign-off on the number of ICV configurations completed. If the Customer requires the ST to complete the full contractual number of ICVs at a later date and time, additional cost may be incurred. **Table 1-1** shows the number of ICVs an ST is contractually obligated to configure and test based on the number of ICVs purchased.

Table 1-1: Number of Contractual ICV Configurations

Number of ICV Purchased	Number of ICV to Test
1	1
2	2
3	3
4	4
5 - 25	5
26 - 50	10
51 - 75	15
76 - 100	20
101 - 150	30
151 - 200	40
201+	20%

Note – The Pricing Page will reflect in-car video installation services by Motorola if Motorola is responsible for the vehicle installations.

Motorola Responsibilities

- Setup server for ICV digital video recorder (DVR) configuration.
- Create configuration USB used to complete ICV hardware configuration and validation.
- Travel to the Customer site to conduct configuration and testing of ICVs.
- Complete ICV configuration on a single vehicle, and validate the configuration with the Customer.
- Receive Customer approval to proceed with remaining ICV configurations.
- Complete remaining contracted vehicle configurations.
- Test a subset of completed ICV hardware configurations.





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- For Motorola-certified installer, complete the installation of cellular router and confirm placement of antenna mounting with Customer (if applicable).
- The Motorola-certified installer will install Customer-provided SIM card into cellular router and connect cellular router to ICV (if applicable).
- Activities surrounding ICV (M500) interface to Automatic License Plate Recognition (ALPR) (if applicable).
 - Install Car Detector Mobile MDC Software on Customer-provided mobile data terminal (MDT) within the vehicle.
 - Configure MDC Network Card.

Customer Responsibilities

- Provide Motorola with remote connection and access credentials to complete ICV hardware configuration.
- Notify Motorola of the vehicle installation location.
- Coordinate and schedule date and time for ICV hardware configuration(s).
- Make ICV hardware available to Motorola for configuration and testing in accordance with the Project Schedule.
- Provide cellular SIM Card for Internet connectivity to the installer at time of vehicle installation.

Motorola Deliverables

- Complete Functional Validation Plan as it applies to the proposed solution.

NOTE - The Customer is responsible for having all vehicles and devices available for installation per the Project Schedule. All cellular data fees and Internet connectivity charges are the responsibility of the Customer. If a Motorola-certified installer is not used to install the ICV(s), Motorola is not responsible for any errors in hardware installation, performance or delays in the Project Schedule. In the event the Customer takes on the responsibility of installing the ICV(s) through a Motorola-certified installer, Motorola is also not responsible for any errors in hardware installation, performance or delays in the Project Schedule. For ALPR installations, an MDT is required for all vehicles (if applicable).

Body Worn Camera Configuration (if applicable)

The Transfer Station will be utilized to configure each body-worn camera according to the Business Process Review. In order for this process to be successfully completed, the Transfer Station must be connected to the Customer's digital evidence management system. The table below shows the number of body-worn cameras an ST is contractually obligated to configure and test based on the number of body-worn cameras purchased.

Table 1-2: Number of Contractual Body-Worn Camera Configurations

Number of BWC Purchased	Number of BWC to Test
1	1
2	2
3	3
4	4
5 - 25	5
26 - 50	10



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Number of BWC Purchased	Number of BWC to Test
51 - 75	15
76 - 100	20
101 - 150	30
151 - 200	40
201+	20%

Motorola Responsibilities

- Configure Transfer Station(s) for connectivity to the digital evidence management system.
- Verify the Transfer Station(s) is configured properly and connected to the network.
- Configure body-worn camera(s) within the digital evidence management system.
- Check out body-worn camera(s) and create a test recording.
- Verify completion of upload from body-worn camera(s) after it is docked in a Transfer Station or USB dock.
- Install and provide a demonstration of client software as part of the same on-site engagement as Go-Live, unless otherwise outlined in this SOW.

Customer Responsibilities

- Select physical location(s) for Transfer Station(s).
- Provide and install workstation hardware.
- Complete installation of client software on remaining workstations and mobile devices.
- Validate functionality of components and solution utilizing the Deployment Checklist.
- Provide Motorola remote connection information and necessary credentials.

Automatic License Plate Recognition (ALPR) Commissioning (if applicable)

This section highlights the responsibilities of Motorola and the Customer when an in-car video system interfaces with the Law Enforcement Archival Report Network (LEARN) database.

Motorola Responsibilities

- Create a Customer account in the LEARN system with user emails.
- Verify the Customer has installed and launched the Vigilant Car Detector Mobile Software per the Vigilant LEARN Quickstart Guide.
- Provide Mobile LPR - Officer Safety Basic and Advanced Pre-Installation Checklist.
- Provide Agency Manager with Training Materials and Car Detector Mobile MDC software installation guide.
- Advise Agency Manager of different options available to add new users.
- Confirm Agency Manager is aware of registration required for Hotlists.
- Confirm Agency Manager understands how to set up data-sharing.

Customer Responsibilities

- Identify the Agency Manager.
- Register to receive access to Hotlists.



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SOFTWARE INSTALLATION AND CONFIGURATION

Motorola will install VideoManager Evidence Library (EL) software on a specified number of workstations dictated by the Contract. The Customer will be responsible for installing the software on the remaining workstations. Provisioning of VideoManager EL software will be done in accordance with the information contained in the BPR Workbook.

Installation of VideoManager EL software consists of the following activities:

- Delivery and installation of server hardware (if applicable).
- Network discovery.
- Operating system and software installation.
- Onboarding user / group identity set up.
- Provide access to the application.

VideoManager EL (if applicable)

The VideoManager EL software is an on-premises solution that requires an onsite server and supports both body worn cameras and in-car video systems.

Motorola Responsibilities

- Install software on a specified number of customer workstations and/or mobile devices.
- Use information provided in the BPR Workbook to configure VideoManager EL software.
- Test software using applicable portions of the Functional Validation Plan.
- Provide instruction on client software USB utility.

Customer Responsibilities

- Provide a network environment that conforms to the requirements presented in the Solution Description.
- Procure and install server and storage hardware at desired location in accordance with Solution Description requirements.
- Perform a power on test with Motorola.
- Provide assigned Motorola System Administrator with access to SQL database for installation purposes (Motorola's access will be revoked upon conclusion of the installation).
- For Active Directory integration, provide domain user (service account), security group (for application administrators including service account), and domain read access (if applicable).
- Provide workstation and/or mobile device hardware in accordance with specifications listed in the Solution Description.
- Complete online training.
- Complete installation of client software on remaining workstations and/or mobile devices.

VideoManager ELC (if applicable)

VideoManager ELC software is a cloud solution that does not require an onsite server and supports both body-worn cameras and in-car video systems.

Motorola Responsibilities

- Use information provided in BPR Workbook to configure VideoManager ELC software.
- Based on Customer feedback, perform the following activities:



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- Create users, groups, and setup permissions.
- Create event categories.
- Set retention policies.
- Test software using applicable portions of the Functional Validation Plan.
- Ensure training POC can access the system.

Customer Responsibilities

- Verify traffic can be routed through Customer's firewall and reaches end user workstations.

CloudConnect Installation and Configuration (applicable for CommandCentral Aware purchase)

Motorola Responsibilities

- Verify remote access capability.
- Remotely configure CloudConnect Virtual Machine within the Cloud Anchor Server.
- Configure network connectivity and test connection to the CloudConnect Virtual Machine.
- Create an IPSEC tunnel.
- Provide Customer with the information for setting up the IPSEC tunnel.

Customer Responsibilities

- Provide Motorola with two static IP addresses, corresponding subnet masks/default gateway, and available NTP and DNS IP for the CloudConnect Virtual Machine and the Cloud Anchor Server.
- Confirm with Motorola the network performance requirements are met.
- Configure firewall to allow traffic from IPSEC tunnel.

Completion Criteria

- CloudConnect Virtual Machine configuration is complete and accessible throughout the network.

CommandCentral Evidence (if applicable)

Motorola will work with the Customer to determine best industry practices, current operations environment, and subsystem integration to ensure optimal configuration of your CommandCentral Evidence solution.

Motorola Responsibilities

- Use the CommandCentral Admin Portal to provision users, groups, and rules based on Customer Active Directory data.
- Guide the Customer in the configuration of CommandCentral Evidence.

Customer Responsibilities

- Supply access and credentials to Customer's Active Directory for the purpose of Motorola conducting CommandCentral Evidence provisioning.
- Respond to Motorola's inquiries regarding users, groups and agency mapping to CommandCentral Evidence.
- Provision policies, procedures, and user permissions.
- Configure evidence as directed by Motorola.



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DATA MIGRATION SERVICES (IF APPLICABLE)

The Customer is responsible for partitioning data to be converted from a legacy or on-premises digital evidence management system to an on-cloud solution as part of this offer. The Customer will have ten (10) business days to provide feedback after Motorola validates the migrated data. If feedback is not received on or before ten (10) business days, Motorola will assume the migration is complete.

Motorola Responsibilities

- Receive access to Customer video data.
- Perform contracted data migration and validation.

Customer Responsibilities

- Provide remote access to partitioned data to be migrated.
- Validate migrated dataset, and provide Motorola with feedback within ten (10) business days.

Completion Criteria

- A migrated dataset as defined in the Contract.

DEMS INTEGRATIONS AND THIRD-PARTY INTERFACES (IF APPLICABLE)

The integration between Motorola's digital evidence management system and the Customer's third-party system may consist of an iterative series of activities depending on the complexity of accessing the third-party system. Interfaces will be installed and configured in accordance with the Project Schedule. The Customer is responsible for engaging third-party vendors as required to facilitate connectivity and testing of the interface(s).

Motorola Responsibilities

- Develop and configure interface(s) to support the functionality described in the Solution Description.
- Establish and validate connectivity between Motorola and third-party systems.
- Perform functional demonstration to confirm the interface(s) can transmit and receive data to the Customer's digital evidence management system.

Customer Responsibilities

- Act as liaison between Motorola and third-party vendor(s) as required to establish connectivity to the digital evidence management system.
- Provide personnel authorized to make changes to the network and third-party systems to support Motorola's integration efforts.
- Provide network connectivity between digital evidence management system and the third-party system(s).
- Provide information on API, SDKs, data scheme, and any documentation necessary to establish interfaces with all local and remote systems. This information should be provided to the Motorola PM within ten (10) business days of the Interface Engagement Meeting.

NOTE - At the time of initial design, unknown circumstances, requirements or anomalies may present difficulties with interfacing Motorola products to a third-party application. These difficulties could result in a poorly performing or a non-functional interface. By providing Motorola with this information early in the deployment process, will put us in the best position to mitigate these potential issues. If the resolution requires additional third-party integration, application upgrades, APIs, and/or additional software licenses, the Customer is responsible for addressing these issues at their cost. Motorola is not responsible for any delays or costs associated with third-party applications or Customer-provided third-party hardware or software.



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SYSTEM TRAINING

The objective of this section is to prepare for and deliver training. Motorola training consists of computer-based (online) and instructor-led (on-site or remote) depending on what is purchased. Our training delivery methods will vary depending on course content. Training will be delivered in accordance with the Education Plan. As part of our training delivery, Motorola will provide user guides and training materials in an electronic format.

ONLINE TRAINING (IF APPLICABLE)

Online training is made available to the Customer through LXP. This subscription service provides customers with unlimited access to our online training content and provides users with the flexibility of learning the content at their own pace. Training content is added and updated on a regular basis to keep information current.

Through LXP, a list of available online training courses, Motorola User Guides, and Training Material are accessible in electronic format.

Motorola Responsibilities

- Designate a LXP Administrator to work with the Customer.
- Establish an accessible instance of LXP for the Customer.
- Configure a Customer-specific portal view.
- Organize content to align with Customer's selected technologies.
- Create initial Customer user accounts and a single Primary Administrator account.
- During onboarding, assist the Customer with LXP usage.
- Provide technical support for user account and access issues, LXP functionality, and Motorola managed content.
- Provide instruction to Customer LXP Administrator on building groups.

Customer Responsibilities

- Provide user information for the initial creation of accounts.
- Complete LXP Administrator training.
- Ensure network and Internet connectivity for Customer access to LXP.
- Customer's primary LXP Administrator is required to complete the following self-paced training: LXP Introduction (LXP0001), LXP Primary Site Administrator Overview (LXP0002), and LXP Group Administrator Overview (LXP0003).
- Advise users on the availability of training through LXP.
- Ensure users complete LXP training in accordance with the Project Schedule.
- Build groups as needed.

INSTRUCTOR-LED TRAINING (ON-SITE AND REMOTE, IF APPLICABLE)

Instructor-led courses are based on products purchased and the Customer's Education Plan.

Motorola Responsibilities

- Deliver User Guides and training materials in an electronic format.
- Perform training in accordance with the Education Plan.





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- Provide the Customer with training attendance rosters and summarize any pertinent information that may impact end user training.

Customer Responsibilities

- Supply classroom(s) based on the requirements listed in the Education Plan.
- Designate training representatives who will work with the Motorola trainer(s) to deliver the training content.
- Facilitate training of all Customer end users in accordance with the Customer's Education Plan.

Motorola Deliverables

- Electronic versions of User Guides and training materials.
- Attendance rosters.



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PROJECT GO-LIVE, CLOSURE, AND HANDOVER TO SUPPORT

Motorola will utilize the Deployment Checklist throughout the deployment process to verify features and functionality are in line with installation and configuration requirements. The Customer will witness the ST demonstrating the Deployment Checklist and provide feedback as features and functionality are demonstrated. The Customer is considered Live on the system after the equipment has been installed, configured, and made available for use, and training has been delivered or made available to the Customer.

Upon the conclusion of Go-Live, the project is prepared for closure. Project closure is defined as the completion of tasks and the Customer's receipt of contracted components. The Deployment Checklist serves as the artifact that memorializes a project closure. A System Acceptance Certificate will be provided to the Customer for signature to formally close out the project. The Customer has ten (10) business days to provide Motorola with a signed System Acceptance Certificate. If the Customer does not sign off on this document or provide Motorola written notification rejecting project closure, the project will be deemed closed. Upon project closure, the Customer will engage with Technical Support for on-going needs in accordance with the Customer's specific terms and conditions of support.

Motorola Responsibilities

- Provide the Customer with Motorola Technical Support engagement process and contact information.
- Provide Technical Support with the contact information of Customer users who are authorized to engage Technical Support.
- Ensure Deployment Checklist is complete.
- Obtain Customer signature on the System Acceptance Certificate.
- Provide Customer survey upon closure of the project.

Customer Responsibilities

- Within ten (10) business days of receiving the System Acceptance Certificate, provide signatory approval signifying project closure.
- Provide Motorola with the contact information of users who are authorized to engage Motorola's Technical Support.
- Engage Technical Support as needed.

Motorola Completion Criteria

Provide Customer with survey upon closure of the project.



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ASSUMPTIONS

This SOW is based on the following list of assumptions (if applicable):

- Videomanager EL Cloud (VMELC) must be connected to the Microsoft Entra ID (formerly known as Microsoft Azure Active Directory) for user authentication to the VMELC application. Microsoft Entra ID can be synchronized with the Customer's on-premises Active Directory using Azure AD Connect. If the Customer is using Microsoft Office 365, Motorola will be able to integrate with this Microsoft Entra ID.
- Must be 2003 or later for Microsoft Entra ID integration.
- Upload Speed Requirements for Hardware Devices
 - 5 Mbps + 3 Mbps per additional device.
 - This assumes it will take 8 hours to upload 5 GB of video on a device.
 - 40-50 Mbps per concurrent uploading device.
 - This assumes video is required to upload within 30-40 minutes with approximately 5 GB to upload.
- If the Customer is supplying an upload server to temporarily store video, please verify the server complies with the specifications provided in the Solutions Description.
- By default, M500 ICVs and V300/V700 BWCs do not need an upload server for cloud deployments. An upload server may be required depending on how many devices are uploading concurrently and the need for the Customer to upload video evidence at a given speed.
- Upload appliance required if using 4REs or VISTA body worn cameras connected to VideoManager EL Cloud
- Cellular upload of ICVs and BWCs (if applicable) requires an Ethernet connection to an LTE modem in the vehicle.
- If the Customer is supplying a server for VideoManager EL (On-premises) solution, the Customer must verify the server is not a Domain Controller.
- VideoManager EL for on-premises cannot be installed on a server running Active Directory or Exchange applications on the Customer's network.
- The ICVs are configured with a hidden SSID and WPA2-AES Security with a 128-bit Pre-shared Key. If another type of security is desired, the Customer will be responsible for configuring these security requirements into the ICVs. This information must be supplied through the IT Questionnaire in order for the factory to configure the correct security requirements.
- If the Customer is supplying their own Access Point, it must be 5 GHz 802.11n compatible.



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ESSENTIAL SERVICE FOR V700 BODY WORN CAMERA DEVICE (NORTH AMERICA)

This Statement of Work ("SOW") is subject to the terms and conditions of the Motorola Solutions Service Agreement or other applicable agreement in effect between the parties ("Agreement"). The terms of this SOW are an integral part of an Agreement with the Customer to which this SOW is appended and is made a part thereof by this reference. In the event of a conflict between the terms and conditions of an Agreement and the terms and conditions of this SOW, this SOW will control the inconsistency only. This SOW applies to the Device(s) specifically named in the Agreement.

1.1. DESCRIPTION OF SERVICES AND OBLIGATIONS

The term "Customer" refers to any end-user who has a purchase agreement with Motorola Solutions.

Essential Service provides either three (3) or five (5) years of coverage, as selected by the Customer, and includes:

- Remote Technical Support
- Software Maintenance
- Software Enhancements
- Hardware Repair for manufacturing defects

Motorola Solutions includes three (3) years of Essential Service with each Body Worn Camera (BWC) device purchase, with optional service upgrades to extend and/or provide additional coverage for the device.

1.2. ESSENTIAL SERVICE

1.2.1. Remote Technical Support

Remote Technical Support is provided for device issues related to software and/or hardware that require troubleshooting expertise. Motorola Solutions' System Support Center (SSC) and Technical Support Operations (TSO) center are staffed with highly trained technologists who specialize in the diagnosis and resolution of product issues. Motorola Solutions' SSC and TSO are continuously monitored against stringent, industry recognized incident and problem management processes.

Motorola Solutions will respond to calls, e-mails, and web portal submissions during normal support hours, five (5) business days per week, excluding holidays, and weekends. In addition, Customers may contact the Motorola Service Desk and a Motorola Solutions representative will log a technical request on Motorola Solutions' Case Management System.

1.2.1.1 Technical Problem Isolation, Analysis and Resolution.

A Motorola Solutions representative or technologists will:

- Work to isolate the problem/issue
- Analyze and determine the cause of the problem/issue
- Work to achieve problem/issue resolution



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1.2.2. Software Maintenance

Software maintenance is important for ensuring device performance and operation. Essential Service provides the Customer with access to the latest available Body Worn Camera (BWC) device operating system (OS) software, device firmware, and application software. Device software releases maintain the device software performance such that the Device operates in accordance with its specifications and documented functionality, and is aligned with the applicable Motorola Solutions infrastructure platform lifecycle. Each release may include bug fixes, security patches, and/or new feature activation enablements.

Configuration of the Body Worn Camera (BWC) device is made possible through the use of the VideoManager EL On-Premise, or VideoManager EL Cloud, solution.

Access to software updates will remain available until the expiration of the initial term of the Essential Service Package. Upon expiration of the initial Essential Service term, availability of software updates will terminate, unless the Customer renews Essential Service.

1.2.3. Software Enhancements

Software Enhancements are included with all BWC devices that have a valid Essential Service Package. Software Enhancements may include, or introduce, new device features, functionality, or capabilities, that were not available at time of device purchase. Availability of software enhancements depends on the device hardware and software capability to work with the new enhancements. Certain enhancements, not included with Essential Service Packages, may only be available as an additional purchase.

Motorola Solutions, at its discretion, reserves the right to add new software enhancements, or remove existing software enhancements, from any of its Essential Service Package. Please contact your Motorola Solutions Sales associate, or visit the Motorola Solutions' Web portal, for additional information regarding device features and capabilities.

Software Enhancements for the device will be continuously available until the expiration of the initial term of the Essential Service Package. Upon expiration of the initial term of Essential Service, availability of Software Enhancements will terminate, unless the Customer renews Essential Service.

1.2.4. Device Hardware Repair

Essential Service provides the Customer with repair services at a Motorola Solutions owned and operated, supervised, or certified Repair Center that employs the latest test equipment and original or certified replacement components used in the manufacturing of the BWC device. Device Hardware Repair provides the Customer with repair services for internal and external device components that are damaged as a result of manufacturing defects and defects due to normal wear and tear. With this Service, the device is repaired to ensure full compliance with its specifications, as published by Motorola Solutions at the time of delivery of the original device via:

- Repairs, adjustments and restorations, if appropriate, of any device that malfunctions while being used within the operational and environmental parameters specified by Motorola Solutions.
- Device updates, if applicable, as may be released, from time to time, by Motorola Solutions in accordance with an Engineering Change Notice.



At the discretion of Motorola Solutions, if the device is considered “un-repairable”, for technical or economic reasons, Motorola will replace the device with a new or refurbished device.

1.2.5. Essential Software Service

If for any reason the Customer declines or chooses to exclude the hardware repair option that is included with the three (3) year Essential Service Package, the Customer will automatically default to, and be entitled to, three (3) years of Essential Software Service and one (1) year of hardware repair against manufacturing defects, as covered by the standard product warranty.

Essential Software Service provides three (3) years of coverage and includes:

- Remote Technical Support
- Software Maintenance
- Software Enhancements

1.2.6. Scope of Products or Services included

Essential Service, and optional Service upgrades, are currently available for all V700 Body Worn Camera devices. Check with your Motorola Solutions’ Sales representative if you have a question about the eligibility of your device.

1.3. MOTOROLA SOLUTIONS RESPONSIBILITIES

Software Release Availability. Motorola Solutions will provide access to the latest BWC device software and firmware releases via the VideoManager EL On-Premise, or VideoManager EL Cloud, solution. For customers using the VideoManager EL Cloud, software and firmware upgrades will occur automatically when the Body Worn Camera device connects to the agency’s VideoManager EL Cloud instance. If using the VideoManager EL On-Premise solution, the on-prem server will periodically connect to the VideoManager EL Cloud database to check for new software and firmware versions, download the latest version, and apply the new software and/or firmware automatically to the BWC device when it connects to the server.

Software Release Notes. Motorola Solutions may, from time to time, provide release notes for the BWC Device software release. Information regarding training material will be posted on the Learning Experience Portal (LXP) at <https://learning.motorolasolutions.com>

Hardware Repair. Motorola Solutions will provide repair or replacement of a device, at its option, with a five (5) business day in-house turnaround time, provided the device is delivered to the repair center by 9:00 a.m. (local repair center time), and replacement parts, components, and/or devices are available. Business days do not include holidays or weekends. Repair may include the replacement of parts, or boards with new parts or complete boards or, at Motorola Solutions’ option, with functionally equivalent, reconditioned parts, boards, or with a new or refurbished replacement device. All replaced parts, boards or devices will become the property of Motorola Solutions. Turnaround time represents the time a product spends in the repair process; it does not include time in transit, including customs clearance.

LTE/4G Service. Motorola Solutions supports the operation of the V700 BWC device on multiple approved LTE/4G Carrier Networks. Based on the Customer’s selection of a Carrier during the initial ordering process,



Motorola Solutions will install, in the device, the Customer's selected Carrier SIM, before the device is shipped to the Customer. The Customer is responsible for contacting the Carrier and activating the LTE/4G data service.

Shipping. For devices repaired under Essential Service, Motorola Solutions will provide one-way shipping, from an Authorized Motorola Repair Center to the Customer. The Customer is responsible for the shipping method and any shipping costs incurred when returning the faulty device to an Authorized Motorola Solutions repair center. Based on the country of purchase, Motorola Solutions may also cover, or include, two-way shipping for the damaged or defective device. Eligibility for two-way shipping will be confirmed during the repair submission process.

1.4. CUSTOMER RESPONSIBILITIES

Serial Numbers. If device orders are submitted via Motorola Solutions' Partner Hub, OCC, or CPQ ordering systems, the hardware serial number(s) for three (3) year Essential Service and Essential Software, as well as five (5) year Essential Service, and three (3) and five (5) year Essential Service with Accidental Damage and Advanced Replacement, will be automatically captured and included in the Service Agreement.

If five (5) year Essential Service or three (3) and five (5) year Essential Service with Accidental Damage and Advanced Replacement is purchased within 90 days of device shipment, the Customer must provide a complete list, preferably in electronic format, or by completing a Service Order Form (SOF), of all hardware serial numbers to be covered under the Agreement.

Initiating Repair. When initiating a repair, the Customer must contact Motorola Solutions to obtain a Return Material Authorization (RMA) number for each faulty BWC device. The Customer can submit a repair, and request an RMA, via the Partner Hub Portal, or by contacting the Motorola Solutions' Service Desk. If two-way shipping is included, the customer can generate a shipping label via Partner Hub, or by contacting the Motorola Solutions Service Desk. The Return Material Authorization (RMA) must be included with the device when shipped to the Authorized Motorola Repair Center.

- Only the BWC device should be returned for repair. The battery must be removed before shipping the device to a Motorola Solutions Repair Center.
- Device accessories should not be included when returning a device to a Motorola Solutions Repair Center for repair. Accessories include batteries, chargers or charging stations, cables, mounts, and clips.
- The SIM card must remain in the device, and intact, when the device is shipped to a Motorola Solutions Repair Center. If the SIM card is removed, or if any evidence of SIM card tampering is found, including disassembling of the device, the warranty will be null and void.

Motorola Solutions is not responsible for any accessories, or device batteries, that are shipped with the device for repair.

Device software releases. The Customer will be responsible for updating each eligible BWC device with the latest available software and/or firmware, and of advising users of any operational changes that may have been introduced as a result of the new software or firmware.

LTE/4G Service. The Customer is responsible for selecting a Motorola Solutions approved LTE/4G Carrier/Provider during the initial ordering process, and for contacting the Carrier and activating LTE service for the device. The Customer is solely responsible for all financial obligations with the selected LTE Carrier.





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WiFi Connectivity. The Customer is responsible for providing all WiFi connectivity to the device.

Removing Customer Data. The Customer is responsible for removing, from the device, any data, video, or other information that the Customer wishes to retain or destroy, prior to sending the device to a Motorola Solutions Repair Center for repair.

Motorola Solutions may provide a Video Evidence Recovery Service for the BWC device, as an additional charge. Video Evidence Recovery is a best effort service that is dependent on the condition of the device. This service, if applicable, will have a separated Agreement, with Terms and Conditions, outside the scope of this Statement of Work (SOW). Please contact your Motorola Solutions Representative for more information regarding the Video Evidence Recovery Service.

1.5. ESSENTIAL SERVICE LIMITATIONS AND RESTRICTIONS

Customer will incur additional charges at the prevailing rates for any of the following activities, which are not covered under this Agreement:

- Replacement of consumable parts or accessories, as defined by product, including but not limited to batteries, cables, mounts, or clips.
- Repair of problems caused by natural or manmade disasters, including but not limited to fire, theft and floods that would cause internal or external component damage or destruction.
- Repair of problems caused by third parties' Software, accessories or peripherals not approved in writing by Motorola Solutions for use with the device.
- Repair of problems caused by using the device outside of the product's operational and environmental specifications, including improper handling, carelessness or reckless use, or repaired by a third party.
- Repair of problems caused by unauthorized alterations or attempted repair.
- Non-remedial work, including but not limited to administration and operator procedures, reprogramming, and operator or user training.
- Problem determination and/or work performed to repair or resolve issues with non-covered products; for example, any hardware or software products not specifically listed on the service order form.
- Any file or video backup or restoration.
- Completion and test of incomplete application programming or system integration if not performed by Motorola Solutions and specifically listed as covered.
- Use of Software or Firmware releases, except as provided for under the responsibilities outlined in this document.
- Accidental damage, chemical or liquid damage, or other damage caused outside of normal device operating specifications, unless the Customer has purchased the optional Essential Service with Accidental Damage and Advanced Replacement package.
- Cosmetic imperfections that do not affect the functionality of the device.

Where a Body Worn Camera device is submitted for repair that is outside the scope of Service, such repair may be quoted by Motorola Solutions for additional cost in accordance with Motorola Solutions' standard Time and Materials (T&M) rates and terms and conditions. Motorola Solutions will notify the Customer of any incremental charges related to the aforementioned exclusions prior to completing the repair and said repair will be subject to acceptance of the quotation by the Customer.

Software support for unauthorized modifications, or other misuse of the device software, is not covered under this Agreement.



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Access to the software and firmware releases for updating the device under this SOW is available only for the device named in the Agreement. Software updates to any additional devices are expressly excluded and prohibited. Notwithstanding the foregoing, Motorola Solutions may, at its sole discretion, include coverage for other devices.

Any implementation tools not required to support the device software and firmware updates are excluded from coverage.

1.6. MOTOROLA SOLUTIONS IS NOT OBLIGATED TO PROVIDE SUPPORT FOR ANY DEVICE:

- That has been repaired, tampered with, altered or modified (including the unauthorized installation of any software) — except by Motorola Solutions authorized service personnel.
- That has been subjected to unusual physical or electrical stress, abuse, or forces or exposure beyond normal use within the specified operational and environmental parameters set forth in the applicable product specification.
- If Customer fails to comply with the obligations contained in the product purchase agreement and/or the applicable software license agreement and/or Motorola Solutions terms and conditions of service.

1.7. ESSENTIAL SERVICE WITH ACCIDENTAL DAMAGE REPAIR AND ADVANCED REPLACEMENT

1.7.1. Description of Services and Obligations

Accidental Damage coverage is an optional, prepaid service that adds coverage for accidentally damaged BWC devices. Accidental Damage coverage must be purchased together with, or within 90 days of, a qualifying Motorola Solutions device purchase. This three (3) or five (5) year service offer reduces unexpected expenses related to the repair of the device. Accidental Damage and Advanced Replacement coverage includes all services provided under Essential Service, plus additional coverage for Accidental Damage and Advanced Replacement of the damaged device.

Examples of repairs covered under Accidental Damage include:

- Electrical repair for failures caused by accidental water or chemical damage
- Electrical repair for accidental internal damage
- Replacement of accidentally cracked or broken housings.
- Replacement of accidentally cracked or broken camera lens or displays.
- Replacement of accidentally cracked or broken or missing buttons, knobs, or keypads

Repair or Replacement. Motorola Solutions will provide repair or replacement of a BWC device, at its option, with a five (5) business day in-house turnaround time, excluding weekends and holidays, provided the device is delivered to the repair center by 9:00 a.m. (local repair center time), and replacement parts, components, and/or devices are available. Repair may include the replacement of parts, or boards with new parts or complete boards or, at Motorola Solutions option, with functionally equivalent, reconditioned parts, boards, or with a new replacement or refurbished device. All replaced parts, boards or devices will become the property of Motorola Solutions. Turnaround time represents the time a product spends in the repair process; it does not include time in transit, including customs clearance.

Serial Numbers. If the Accidental Damage Service is purchased with the device, in the same order, using Motorola Solutions' Partner Hub Portal, OCC, or CPQ when ordering, the hardware serial number(s) are



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automatically captured and included in the Service Agreement. If Accidental Damage Service is purchased within 90 days of device shipment, the Customer must provide a complete list, preferably in electronic format, or by completing a Service Order Form (SOF), of all hardware serial numbers to be covered under the Agreement.

Initiating Repair. When initiating a repair, the Customer must contact Motorola Solutions to obtain a Return Material Authorization (RMA) number for each faulty BWC device. The Customer can submit a repair, and request an RMA, via the Partner Hub Portal, or by contacting the Motorola Solutions' Service Desk. If two-way shipping is included, the customer can generate a shipping label via Partner Hub, or by contacting the Motorola Solutions Service Desk. The Return Material Authorization (RMA) must be included with the device when shipped to the Authorized Motorola Repair Center.

- Only the BWC device should be returned for repair. The battery must be removed before shipping the device to a Motorola Solutions Repair Center.
- Device accessories should not be included when returning a device to a Motorola Solutions Repair Center for repair. Accessories include batteries, chargers or charging stations, cables, mounts, and clips.
- The SIM card must remain in the device, and intact, when the device is shipped to a Motorola Solutions Repair Center. If the SIM card is removed, or if any evidence of SIM card tampering is found, including disassembling of the device, the warranty will be null and void.

Motorola Solutions is not responsible for any accessories, or device batteries, that are shipped with the device for repair.

Advanced Replacement. Under Accidental Damage and Advanced Replacement Service, Motorola Solutions will provide Advanced Replacement for the damaged device. Motorola Solutions will ship a new or refurbished replacement device to the Customer within two (2) business days of receiving the Customer repair request, subject to availability of replacement devices. Business days do not include weekends or holidays.

The Customer must return the defective or damaged device to a Motorola Solutions Repair Center within 60 days after receiving the replacement device. Failure to return the damaged device to Motorola Solutions will result in an additional Customer charge for the replacement device.

When returning a device for Advanced Replacement, device accessories should not be included. Accessories include batteries, chargers or charging stations, cables, mounts, and clips.

Motorola Solutions is not responsible for any accessories that are shipped with the device.

1.8. ACCIDENTAL DAMAGE AND ADVANCED REPLACEMENT LIMITATIONS AND RESTRICTIONS

Customer will incur additional charges at the prevailing rates for any of the following activities, which are not covered under this Agreement:

- Replacement of consumable parts or accessories, as defined by product, including but not limited to batteries, chargers, charging stations, mounts, and clips.
- Repair of problems caused by natural or manmade disasters, including but not limited to fire, theft and floods that would cause internal or external component damage or destruction.
- Repair of problems caused by third parties' Software, accessories or peripherals not approved in writing by Motorola Solutions for use with the device.
- Repair of problems caused by using the device outside of the product's operational and environmental specifications, including improper handling, carelessness or reckless use, or repair by a third party.





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- Repair of problems caused by unauthorized alterations or attempted repair.
- Non-remedial work, including but not limited to administration and operator procedures, reprogramming, and operator or user training.
- Problem determination and/or work performed to repair or resolve issues with non-covered products; for example, any hardware or software products not specifically listed on the service order form.
- Any file or video backup or restoration.
- Completion and test of incomplete application programming or system integration if not performed by Motorola Solutions and specifically listed as covered.
- Use of Software or Firmware releases except as provided for under the responsibilities outlined in this document.

There is a maximum limit of one (1) Body Worn Camera device repair, per contract year, for Essential Service with Accidental Damage and Advanced Replacement.

Where ongoing "Accidental Damage" repair is deemed by Motorola Solutions to be excessive, systemic, or the result of device mishandling, the Customer may be subject to an additional charge. Should the accidental damage continue unabated, the Customer will incur repair charges at Motorola Solutions' discretion and prevailing charges for devices deemed by Motorola Solutions to have been damaged through improper handling, carelessness or reckless use.



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LPR INTEGRATIONS & PARKING SOLUTION DESCRIPTION

LINC SOLUTION

Using the Motorola ALPR Engine, LinC leverages existing infrastructure to transform non-ALPR cameras into high-performing ALPR systems. LinC software analyzes camera and VMS streams to extract ALPR events, enhances the data with location, time, and vehicle details, and integrates seamlessly with VehicleManager Enterprise for comprehensive data management.

Key Features and Benefits:

- **Integration with Existing Hardware:** This solution utilizes existing VMS cameras, and processing can be done either centrally or at the edge to offer compatibility with any level of network infrastructure.
- **Comprehensive Data Management:** Integrates with VehicleManager Enterprise for centralized data storage and management.
- **Real-Time Processing:** Processes VMS-supported RTSP feeds into ALPR detections in real time and allows real-time alerting from the Vehicle Manager through email, TAS, and Mobile Companion.
- **Enhanced Cloud Processing:** This technique combines local processing of HD video streams with subsequent cloud-based vehicle detail analysis to enhance metadata collection and accuracy.
- **Flexible Compatibility:** Supports ONVIF or RTSP-compatible cameras with specific technical requirements.



AVIGILON CAMERA INTEGRATION

The Avigilon Camera Integration allows customers to convert their non-ALPR Avigilon cameras into ALPR-capable devices. This integration incorporates ALPR data within the VehicleManager Enterprise back-office solution, providing a scalable, secure, and fully integrated data management system.

Key Features and Benefits:

- **Engineering Support:** Includes ongoing support, new integrations and security patching.
- **Integration Services:** Facilitates local device configuration and troubleshooting without requiring additional development.
- **Camera Mapping:** Provides detailed geocode mapping and camera-specific filtering for precise ALPR data management.
- **Full Data Management:** Offers secure storage, access control, and watchlist alerting based on site retention policies.
- **Image and Advanced Analytics:** Enables post-processing of images for vehicle details and offers comprehensive search and trend analysis capabilities.

COMPETITIVE INTEGRATION

The Competitive Integration solution enables customers to integrate their third-party ALPR hardware with the VehicleManager back-office system. This integration ensures seamless data ingestion and management, allowing federated queries and data sharing as if sourced directly from Motorola cameras.





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Key Features and Benefits:

- **Engineering and Integration Support:** Provides updates, new integrations, security patching, and data migration services.
- **Seamless Installation:** Ensures easy installation and configuration without additional development requirements.
- **Detailed Camera Mapping:** Allows precise 1:1 camera mapping, geocode mapping, and specific camera filtering.
- **Robust Data Management:** Supports data storage based on agency retention policies and integrates with national data-sharing programs.
- **Advanced Image Analytics:** Processes ALPR data for detailed vehicle information and facilitates advanced vehicle search and analysis.

WATCHGUARD INTEGRATION

The WatchGuard ICV integration enhances existing camera systems by enabling license plate recognition and real-time data transmission to CarDetector Mobile (CDM). This integration supports immediate alerting, data synchronization, and scalable expansion of LPR capabilities.

Key Features and Benefits:

- **On-Device LPR:** M500 cameras use an on-device engine to provide immediate license plate recognition.
- **Real-Time Alerts:** Data sent to CDM triggers hotlist alerts, ensuring quick response to critical information.
- **CDM Feature Access:** Utilizes advanced CDM features like Mobile Hit Hunter for improved alert management.
- **Data Synchronization:** Supports hotlist synchronization and detection sharing through the VehicleManager platform.
- **Scalability:** Allows for easy addition of more LPR cameras, ensuring expandable coverage and enhanced situational awareness.

PARKING TOOLKIT

Our customizable Parking Toolkit offers a comprehensive solution for managing and enforcing parking regulations. It supports fixed camera installations in garages and mobile enforcement, providing features like permit verification, digital chalking, and real-time occupancy statistics tailored to specific locations and schedules.

Key Features and Benefits:

- **Permit Enforcement:** Helps ensure only authorized vehicles park in designated areas, increasing compliance.
- **Digital Chalking:** Automates vehicle marking to monitor parking durations and enforce time-limited regulations.
- **Duplicate Permit Detection:** Identifies and prevents fraudulent permit usage, ensuring fair parking practices.
- **Excessive Detection Monitoring:** Tracks and reports excessive detections to address permit misuse.
- **Flexible Zone Setup:** Allows the creation of geo-zones or manual zones for precise parking enforcement.
- **Customizable Permit Schedules:** Enables tailored enforcement rules based on specific times and days.
- **Occupancy Statistics:** Provides real-time data on parking occupancy for efficient space management.



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INVESTIGATIVE LPR APPLICATIONS VEHICLEMANAGER SOLUTION DESCRIPTION

VEHICLEMANAGER / VEHICLEMANAGER ENTERPRISE

VehicleManager / VehicleManager Enterprise is a vehicle location intelligence solution that builds on traditional license plate recognition with patented, powerful analytics, transforming license plate data into actionable intelligence.



Key Features and Benefits:

- **Advanced Search Capabilities:** Easily search and review vehicle location history, predict future locations, and conduct complete and partial plate searches with date and time filters.
- **Comprehensive Data Display:** View detection data on a timeline and map, integrated with Google Street View for detailed location insights.
- **Geo-Fence and Filter Options:** Create geo-fences, set time and date ranges, and apply vehicle year, make, and model filters to refine search results.
- **Associated Analytics:** Identify vehicles traveling with or parked near a target vehicle, enhancing situational awareness.
- **Hot List Management and Alerts:** Configure hot lists and receive alerts when vehicles of interest are detected, with options for sharing lists with partner agencies.
- **Secure Data Management:** Manage LPR camera systems, integrate data from various sources, control data retention based on local laws, and share data securely using built-in MOU templates.
- **Robust Security Measures:** Ensure data protection with end-to-end encryption, user authentication, detailed audit logs, and routine system updates for security and new features.



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LICENSE PLATE RECOGNITION TECHNOLOGY STATEMENT OF WORK

OVERVIEW

This Statement of Work (SOW) outlines the responsibilities of Motorola Solutions, Inc. (Motorola) and the Customer for the implementation of fixed or mobile License Plate Recognition (LPR) technology(s) and your License Plate Recognition Technology solution, if Deployment or Installation Services are purchased as part of the Contract. For the purpose of this SOW, the term "Motorola" may refer to our affiliates, subcontractors, or certified third-party partners. A third-party partner(s) (Motorola-certified installer) will work on Motorola's behalf to install your License Plate Recognition Technology system(s) (if applicable).

This SOW addresses the responsibilities of Motorola and the Customer that are relevant to the implementation of the hardware and software components listed in the Solutions Description. Any changes or deviations from this SOW must be mutually agreed upon by Motorola and the Customer and will be addressed in accordance with the change provisions of the Contract. The Customer acknowledges any changes or deviations from this SOW may incur additional cost.

Motorola and the Customer will work to complete their respective responsibilities in accordance with the Project Schedule. Any changes to the Project Schedule must be mutually agreed upon by both parties in accordance with the change provisions of the Contract.

Unless specifically stated, Motorola will perform the work remotely. The Customer will provide Motorola personnel with access to their network and facilities so Motorola is able to fulfill its obligations. The Customer is responsible for acquisition and use of a remote access tool that complies with the regulations controlling use of the remote access tool. All work will be performed during normal business hours based on the Customer's time zone (Monday through Friday from 8:00 a.m. to 5:00 p.m.).

The number and type of software subscription licenses, products, or services provided by Motorola are specifically listed in the Contract and referenced in the SOW. Services provided under this SOW are governed by the mutually executed Contract between the parties, or Motorola's Master Customer Agreement and applicable addenda ("Contract").

AWARD, ADMINISTRATION, AND PROJECT INITIATION

Project Initiation and Planning will begin following the execution of the Contract between Motorola and the Customer. At the conclusion of Project Planning, Motorola's Project Manager (PM) will begin status meetings and provide status reports on a regular cadence with the Customer's PM. The status report will provide a summary of activities completed, activities planned, progress against the project schedule, items of concern requiring attention, as well as, potential project risks and agreed upon mitigation actions.

Motorola utilizes Google Meet as its teleconference tool. If the Customer desires to use an alternative teleconferencing tool, any costs incurred from the use of this alternate teleconferencing tool will be the responsibility of the Customer.



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FBI-CJIS SECURITY POLICY – CRIMINAL JUSTICE INFORMATION

CJIS Security Policy Compliance

Motorola does not believe our LPR and License Plate Recognition Technology offerings require compliance with the *FBI-CJIS Security Policy* (CJISSECPOL) based on the definition in Section 4 of CJISSECPOL and how the FBI-CJIS defines Criminal Justice Information. However, Motorola does design its products with the CJISSECPOL security controls as a guide. Motorola's LPR system design and features support best practice security controls and policy compliance. In the event of a CJIS technical audit request, Motorola will support the Customer throughout this process.

Personnel Security – Background Screening

Motorola will assist the Customer with completing the *CJIS Security Policy Section 5.12 Personnel Security* related to authorized personnel background screening when requested to do so by the Customer. Based on Section 5.12, a Motorola employee is defined as someone who is required to be on the Customer's property with unescorted access. Motorola employees will also have access to the Customer's network(s) and stored information. Motorola has remote access tools to support virtual escorted access to on-premises customer assets.

Additionally, Motorola performs independent criminal background investigations including name based background checks, credential and educational vetting, credit checks, U.S. citizen and authorized worker identity verification on its employees.

Motorola will support the Customer in the event of a CJIS audit request to validate employees assigned to the project requiring *CJIS Section 5.12 Personnel Security* screening and determine whether this list is up to date and accurate. Motorola will notify the Customer within 24 hours or next business day of a personnel status change.

Security Awareness Training

Motorola requires all employees who will support the Customer to undergo Level 3 Security Awareness Training provided by Peak Performance and their CJIS online training platform. If the Customer does not have access to these records, Motorola can facilitate proof of completion. If the Customer requires additional and/or separate training, Motorola will work with the Customer to accommodate this request at an additional cost.

CJIS Security Addendum

Motorola requires all employees directly supporting the Customer to sign the CJIS Security Addendum if required to do so by the Customer.

Third Party Installer

The Motorola-certified third party installer will work independently with the Customer to complete the Section 5.12 Personnel Security checks, complete Security Awareness Training and execute the CJIS Security Addendum.

COMPLETION CRITERIA

The project is considered complete once Motorola has completed all responsibilities listed in this SOW. The Customer's task completion will occur based on the Project Schedule to ensure Motorola is able to complete all tasks without delays. Motorola will not be held liable for project delays due to incomplete Customer tasks.



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The Customer must provide Motorola with written notification if they do not accept the completion of Motorola responsibilities. Written notification must be provided to Motorola within ten (10) business days of task completion. The project will be deemed accepted if no written notification is received within ten (10) business days.

In the absence of written notification for non-acceptance, beneficial use will occur thirty (30) days after functional demonstration of the system.

SUBSCRIPTION SERVICE PERIOD

If the contracted system includes a subscription, the subscription service period will begin upon the Customer's receipt of credentials for access. The provision and use of the subscription service is governed by the Contract.

PROJECT ROLES AND RESPONSIBILITIES OVERVIEW

Motorola Project Roles and Responsibilities (if applicable)

The Motorola Project Team will be assigned to the project under the direction of the Motorola Project Manager. Each team member will be engaged in different phases of the project as necessary. Some team members will be multi-disciplinary and may fulfill more than one role.

In order to maximize effectiveness, the Motorola Project Team will provide various services remotely by teleconference, web-conference, or other remote method in order to fulfill our commitments as outlined in this SOW.

Our experience has shown customers who take an active role in the operational and educational process of their system realize user adoption sooner and achieve higher levels of success with system operation. The subsections below provide an overview of each Motorola Project Team Member.

Project Manager (PM)

The PM will be the principal business representative and point of contact for Motorola. The PM's responsibilities may include but are not limited to:

- Manage Motorola responsibilities related to the delivery of the project.
- Maintain the Project Schedule, and manage assigned Motorola personnel, subcontractors, and suppliers as applicable.
- Coordinate schedules of assigned Motorola personnel, subcontractors, and suppliers as applicable.
- Maintain project communications with the Customer.
- Identify and manage project risks.
- Coordinate collaboration of Customer resources to minimize project delays.
- Evaluate project status against Project Schedule.
- Conduct status meetings on mutually agreed upon dates to discuss project status.
- Provide timely responses to Customer inquiries and issues related to project progress.
- Conduct status calls with the Customer throughout the Project up to and including Go-Live.

System Technologist

The System Technologist (ST) will work with the Customer's Project Team on:

- Camera programing
- Camera alignment



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- Licensed Software Training
- Develop and submit Start Up and Commissioning Sign Off (SSU&C)

Technical Trainer / Instructor

The Technical Trainer / Instructor provides training in accordance with the Training Plan provided to the Customer.

Motorola-Certified Installer

The Motorola-certified installer is primarily responsible for installing in-car and fixed LPRs. There are specific requirements the 3rd party partner must meet in order to be considered a Motorola-certified installer, and they include (but are not limited to) the following:

Required Training

- SSU&C Onsite Training
 - Included Certification testing completed and passed
- Networking (must meet one of the following three requirements)
 - CompTia Network + Certification
 - Networking Degree in IT
 - Basic Networking RDS003
- ASE Certification for Mobile Installers
- Electrical Certification
 - Electrical Certification/Permitting
 - Low Voltage Certification
 - High Voltage Certification
- Equipment Certification
 - Bucket Truck Certification
 - Any applicable testing equipment certification

Other responsibilities the Motorola-certified installer may be involved in include the fixed and/or mobile installation of cellular routers, wired networks, poles, trenching, and conduit runs as well as the manufacturing and/or service of trailers. These activities will only be completed by Motorola if Motorola quotes these services; otherwise, the completion of these services are solely the responsibility of the Customer.

Customer Support and Services Team

The Customer Support and Services Team will provide on-going support to the Customer following Go-Live and final acceptance of the project.

Customer Project Roles and Responsibilities (if applicable)

Motorola has defined key resources that are critical to this project and must participate in all the activities defined in this SOW. During the Project Planning phase, the Customer will be required to provide names and contact information for the roles listed below. It is critical that these resources are empowered to make decisions based on the Customer's operational and administration needs. The Customer Project Team will be engaged from Project Initiation through Beneficial Use of the system. In the event the Customer is unable to provide the resources identified in this section, Motorola may be able to supplement these resources at an additional cost.



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Project Manager

The PM will act as the primary point of contact for the duration of the project. In the event the project involves multiple locations, Motorola will work exclusively with the Customer's primary PM. The PM's responsibilities will include, but are not limited to:

- Communicate and coordinate with other project participants.
- Manage the Customer Project Team including subcontractors and third-party vendors. This includes timely facilitation of tasks and activities.
- Maintain project communications with the Motorola PM.
- Identify tasks required of Customer staff that are outlined in this SOW and the Project Schedule.
- Consolidate all project inquiries from Customer staff to present to Motorola PM.
- Approve a deployment date offered by Motorola.
- Review Project Schedule with the Motorola PM and finalize tasks, dates, and responsibilities.
- Measure and evaluate progress against the Project Schedule.
- Monitor project to ensure resources are available as required.
- Attend status meetings.
- Provide timely responses to issues related to project progress.
- Liaise and coordinate with other agencies, Customer vendors, contractors, and common carriers.
- Review and administer change control procedures, hardware and software certification, and all related project tasks required to meet the deployment date.
- Ensure Customer vendors' readiness ahead of the deployment date.
- Assign one or more personnel to work with Motorola staff as needed for the duration of the project, including one or more representatives from the IT department.
- Identify a resource with authority to formally acknowledge and approve milestone recognition certificates, as well as, approve and release payments in a timely manner.
- Provide Motorola personnel with access to all Customer facilities where system equipment is to be installed. Temporary identification cards are to be issued to Motorola personnel, if required for access.
- Ensure remote network connectivity and access for Motorola resources, if applicable to the solution.
- Assume responsibility for all fees pertaining to licenses, permits, inspections and any delays associated with inspections due to required permits as applicable to this project.
- Provide reasonable care to prevent equipment exposure from contaminants that may cause damage to the equipment or interruption of service.
- Ensure a safe working environment for Motorola personnel.
- Identify and manage project risks.
- Provide signature(s) of Motorola-provided milestone recognition certificate(s) within ten (10) business days of receipt.

IT Support

IT Support manages the technical efforts and ongoing activities of the Customer's system. IT Support will be responsible for managing Customer provisioning and providing Motorola with the required information for LAN, WAN, server and client infrastructure.

The IT Support Team responsibilities include but are not limited to:

- Participate in delivery and training activities to understand the software and functionality of the system.
- Participate with Customer Subject Matter Experts (SMEs) during the provisioning process and associated training.





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- Authorize global provisioning decisions and be the Point of Contact (POC) for reporting and verifying problems.
- Monitor firmware updates
- Implement changes to Customer infrastructure in support of the proposed system.

Agency Manager

The Agency Manager will act as the primary POC upon project completion.

- Push internal requests for updates through appropriate channels
- Monitor all firmware updates and all other security measures for physical hardware as required by the Customer internal policies
- Administer users
- Audit reports
- Manage Hotlist and Hotlist functionality
- Attend Agency Manager training
- Oversee or act as the training POC
- Ensure all Authorized Users are aware of usage restrictions and any applicable terms related to the use of the LPR System
- Controls appropriate use and data storage policies as well as procedures for the data maintained outside the LPR system. This includes when any information is disseminated, extracted or exported out of the LPR system
- Controls and is responsible for developing the policies, procedures, and enforcement for applying deletion/purging and dissemination rules to information within and outside of the LPR system.
- Ensure data and system protection strategies are accomplished through the tools provided by Motorola for account and user management features along with audit and alert threshold features.

Subject Matter Experts (SMEs)

SMEs are a core group of users involved with the analysis, training and implementation process. The SMEs should be experienced users in their own respective field (evidence, dispatch, patrol, etc.) and should be empowered by the Customer to make decisions based on workflows and department policies related to the proposed system.

General Customer Responsibilities (If Applicable)

In addition to the Customer responsibilities listed above, the Customer is responsible for the following:

- Customer Site. If the Solution is to be installed at a Customer location ("Site"), the Solution will only be installed and/or evaluated at the Customer sites identified.
- Customer will be responsible for providing all necessary permits, licenses, and other approvals necessary for the installation and use of the Products and the performance of the Services at each applicable Site, including for Motorola to perform its obligations hereunder, and for facilitating Motorola's access to the Sites. This includes, but is not limited to providing a traffic safety plan to facilitate the safe deployment of all Equipment that is installed on, over, or near Sites with active roadways. No waivers of liability will be imposed on Motorola or its subcontractors by Customer or others at Customer facilities or other Sites, but if and to the extent any such waivers are imposed, the Parties agree such waivers are void. The Equipment used for the Services will only be located at such site.
- If the Solution is to be accessed remotely, Customer will only access Solution in the manner described by Solution documentation or as otherwise instructed by Motorola.



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- Site Conditions and Issues. Customer will ensure that (a) all Sites are safe and secure, (b) Site conditions meet all applicable industry and legal standards (including standards promulgated by OSHA or other governmental or regulatory bodies), (c) to the extent applicable, Sites have adequate physical space, air conditioning, and other environmental conditions, electrical power outlets, distribution, equipment, connections, and telephone or other communication lines (including modem access and interfacing networking capabilities), and (d) Sites are suitable for the installation, use, and maintenance of the Products and Services. This Agreement is predicated upon normal soil conditions as defined by the version of E.I.A. standard RS-222 in effect on the Effective Date.
- All costs associated with permitting.
- Supply a proper power source to all Motorola Solutions provided equipment.
- Provide ALL points of attachment for hardware that include fixed LPR Cameras and associated equipment and ensuring all equipment is attached in accordance with local policies and codes.
- Supply any new infrastructure required to mount or attach the Motorola Solutions hardware to.
- Trenching as required for the purpose of running electrical power
- All poles and existing infrastructure that are not being purchased from Motorola as part of the LPR solution.
- All Utility locates needed for impacted areas.
- Providing the communications point of attachment for each site.
- When cellular service is used as the point of connection, customer is responsible for providing cellular service and SIM cards if they are not being purchased from Motorola as part of the LPR solution.
- All Customer-provided equipment, including third-party hardware and software needed for the proposed system but not listed as a Motorola deliverable. Examples include end user workstations, network equipment, etc.
- Configure, test, and maintain third-party system(s) that will interface with the proposed system.
- Establish an Application Programming Interface (API) for applicable third-party system(s) and provide documentation that describes the integration to the Motorola system.
- All work is to be performed by Motorola-certified installers. The Customer is responsible for work performed by non-certified installers.
- Upgrades to Customer's existing system(s) in order to support the proposed system.
- Mitigate the impact of upgrading Customer third-party system(s) that will integrate with the proposed system. Motorola strongly recommends working with the Motorola Project Team to understand the impact of such upgrades prior to taking action.
- Electronic versions of any documentation associated with business processes identified.
- Ability to participate in remote project meetings using Google Meet or a mutually agreed upon Customer-provided remote conferencing tool.
- Manage the Hotlist in accordance with the rules and regulations of the Customers State.

Motorola is not responsible for any delays that arise from Customer's failure to perform the responsibilities outlined in this SOW or delays caused by Customer's third-party vendor(s) or subcontractor(s).

NETWORK AND HARDWARE REQUIREMENTS

The following requirements must be met by the Customer prior to Motorola installing the proposed system:

- Provide network connectivity for the transfer and exchange of data for the proposed system.
- Provide remote access for Motorola personnel to configure the system and conduct diagnostics.
- Provide Internet access to fixed and mobile equipment.
- Provide devices such as workstations, tablets, and smartphones with Internet access for system usage. Chrome is the recommended browser for optimal performance. The workstations must support MS Windows 11 Enterprise.



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- Provide and install antivirus software for workstation(s).
- Provide Motorola with administrative rights to Active Directory for the purpose of installation, configuration, and support (if applicable).
- Ensure required traffic is routed through Customer's firewall.

Motorola is not responsible for any costs or delays that arise from Customer's failure to meet network and hardware requirements.

PROJECT PLANNING

A clear understanding of the needs and expectations of Motorola and the Customer is critical to fostering a collaborative environment of trust and mutual respect. Project Planning requires the gathering of specific information to set clear project expectations and guidelines, as well as lay the foundation for a successful implementation.

Project Planning Session (if applicable)

A Project Planning Session will be scheduled after the Contract has been executed. The Project Planning Session is an opportunity for the Motorola and Customer PM to meet prior to the Project Kickoff Meeting and review key elements of the project and expectations. Depending on the items purchased, the agenda will typically include:

- A high level review of the following project elements:
 - Contract documents.
 - A summary of contracted applications and hardware as purchased.
 - Customer's involvement in project activities to confirm understanding of scope and required time commitments.
 - A high level Project Schedule with milestones and dates.
- Confirm CJIS background investigations and fingerprint requirements for Motorola employees and/or subcontractors.
- Confirm Customer location for Motorola to ship their equipment for installation.

Motorola Responsibilities

- Schedule the remote Project Planning Session.
- Request the assignment of Customer Project Team and any additional Customer resources that are instrumental to the project's success.
- Provide the initial Project Schedule.
- Baseline the Project Schedule.
- Review Motorola's delivery approach.
- Document mutually agreed upon Project Kickoff Meeting Agenda.
- Request user information required to establish the Customer in associated training portals.

Customer Responsibilities

- Identify Customer Project Team and any additional Customer resources that are instrumental to the project's success.
- Acknowledge the mutually agreed upon Project Kickoff Meeting Agenda.
- Provide approval to proceed with the Project Kickoff Meeting.



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Motorola Deliverables

- Project Kickoff Meeting Agenda.

Project Kickoff (if applicable)

Motorola will work with the Customer to understand the impact of introducing a new solution and the preparedness needed for a successful implementation.

Note – The Detail Design Review (DDR), if applicable, is completed during the pre-sales process and normally completed prior to Contract award. Delay in the DDR review may impact the project schedule. Motorola will not be responsible for additional costs or delays incurred for Customer requested changes to the DDR.

Motorola Responsibilities

- Review Contract documents including project delivery requirements as described in this SOW.
- Discuss the deployment start date and deliver the Deployment Checklist.
- Discuss Mobile LPR equipment installation activities and responsibilities.
- Discuss Fixed LPR installation activities and responsibilities.
- Discuss project team participants and their role(s) in the project with fulfilling the obligations of this SOW.
- Review resource and scheduling requirements.
- Review the DDR, arranging for additional meeting for review as needed
- Review the Credentials Form
- Discuss Motorola remote system access requirements (24-hour access to a secured two-way Internet connection through the Customer's firewall for the purpose of deployment and maintenance).
- Complete all necessary documentation (i.e. fingerprints, background checks, card keys, etc.) required for Motorola resources to gain access to Customer facilities.
- Discuss the Training Plan.
- Review and agree on completion criteria and the process for transitioning to support.

Customer Responsibilities

- Provide feedback on project delivery requirements.
- Review the Deployment Checklist.
- Review the roles of project participants to identify decision-making authority.
- Grant Motorola Support access in the License Plate Recognition Technology program
- Validate non-disclosure agreements, approvals, and other related items are complete (if applicable).
- Provide all documentation (i.e. fingerprints, background checks, card keys, etc.) required for Motorola resources to gain access to Customer facilities.

Motorola Deliverables

- Project Kickoff Meeting Minutes
- Deployment Checklist



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PROJECT EXECUTION

Hardware Procurement and Installation (if applicable)

Motorola will procure contracted hardware as part of the ordering process. The Customer is responsible for providing an installation environment that meets manufacturer's specifications for the hardware, which includes but is not limited to:

- Power
- Heating and Cooling
- Network Connectivity
- Access and Security
- Conduit and Cabling

Motorola Responsibilities

- Procure contracted equipment and ship to the Customer's designated location.
- Verify remote connection to hardware.
- The installer will be responsible for installing all Motorola provided hardware.
- Installer will utilize a certified electrician when wiring power to equipment.
- Verify whether the hardware is properly installed, connected to the network, and positioned to capture license plate data. (if applicable).
- Create a Trip Report outlining the activities completed during configuration and testing of system hardware.

Customer Responsibilities (if applicable)

- Provide Motorola with the correct IP address(es) for configuration
- Ensure the Customer's network is operational.
- Inventory LPR equipment after arrival at Customer location.
- Procure Customer-provided equipment and make it available at the installation location.
- Install backend server in Customer's designated area (if applicable).
- Confirm the server room complies with environmental requirements (i.e. power, uninterruptible power, surge protection, heating/cooling, etc.)(if applicable).
- Verify the server is connected to the Customer's network and installed for use.(if applicable)
- Conduct a power-on test to validate the installed hardware and software are ready for configuration.
- Provide, install, and maintain antivirus software for server(s) and/or workstation(s).
- Enable outgoing network connection (external firewall) to License Plate Recognition Technology
- Install Customer-supplied Access Points (if applicable).
- Verify all equipment directly connected to power is properly installed and connected to the network (if applicable).
- For remote deployments, the Customer is responsible for verifying all equipment is connected to their network
- Confirm access to installed software on Customer-provided workstation(s).

Motorola Deliverables

- Contracted Equipment





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Mobile LPR Camera System (If Applicable)

The Motorola-certified installer will complete the installation of the Mobile LPR system(s) within the Customer-provided vehicle(s) or selected location. The installer may also be responsible for installing cellular routers or Wi-Fi radios inside the vehicle(s) for wireless upload of video and images.

The Customer vehicles must be available for the ST to complete the configuration and testing of the contractual number of Mobile LPR cameras. If the Customer does not have all vehicles available during the agreed upon date and time, the Customer may opt to sign-off on the number of Mobile configurations completed. If the Customer requires the ST to complete the full contractual number of Mobile LPR Cameras at a later date and time, additional cost may be incurred.

Note – The Pricing Page will reflect the Mobile LPR installation services by Motorola if Motorola is responsible for the installations.

Motorola Responsibilities

- Setup server for Mobile LPR digital video recorder (DVR) configuration.
- Create configuration USB used to complete Mobile LPR hardware configuration and validation.
- Travel to the Customer site to conduct configuration and testing of Mobile LPRs.
- Complete Mobile LPR configuration on a single vehicle, and validate the configuration with the Customer.
- Point and aim the Mobile LPR camera for image capturing.
- Install Licensed Software on Customer-provided mobile data terminal (MDT)
- Configure MDT Network Card
- Enable AI in Video Manager
- Configure NetMotion (if applicable)
- Receive Customer approval to proceed with remaining Mobile LPR configurations.
- Complete remaining contracted vehicle configurations.
- Test a subset of completed Mobile LPR hardware configurations.
- For Motorola-certified installer, complete the installation of cellular router and confirm placement of antenna mounting with Customer (if applicable).
- The Motorola-certified installer will install Customer-provided SIM card into cellular router and connect cellular router to the Mobile LPR (if applicable).

Customer Responsibilities

- Provide Motorola with remote connection and access credentials to complete Mobile LPR hardware configuration.
- Notify Motorola of the vehicle installation location.
- Coordinate and schedule date and time for Mobile LPR hardware configuration(s).
- Make Mobile LPR hardware available to Motorola for configuration and testing in accordance with the Project Schedule.
- Provide cellular SIM Card for Internet connectivity to the installer at time of installation.

Motorola Deliverables

- Complete Configuration and camera aiming as it applies to the proposed solution.



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Fixed LPR Camera System Configuration (If Applicable)

The Motorola-certified installer will complete the installation of the Fixed LPR system(s) within the Customers designated locations. The installer may also be responsible for installing cellular routers or Wi-Fi radios for wireless upload of video and images. In the instance where Customer has purchased a self-deploy or quick-deploy camera without deployment or installation, the below Motorola responsibilities will be absorbed by the Customer.

Motorola Responsibilities

- Review preliminary plans for installation
- Verify with customer that proper permits and authorizations have been obtained
- Identify installation locations (pole or infrastructure asset) on which to install the Fixed LPR camera
- Motorola-certified installer will install the Fixed LPR camera
- Point and aim the Fixed LPR camera for image capturing
- Install License Plate Recognition Technology Software

Customer Responsibilities

- Approve installation locations
- Obtain necessary permits and authorizations
- Provide power to installation locations
- Provide any required trenching
- Coordinate with local utility companies in the case of any interrupted service requests or instances

NOTE - The Customer is responsible for having all vehicles and devices available for installation per the Project Schedule. All cellular data fees and Internet connectivity charges are the responsibility of the Customer. When cellular service is used as the point of connection, customer is responsible for providing cellular service, and SIM cards if they are not being purchased from Motorola as part of the LPR solution. If a Motorola-certified installer is not used for installation, Motorola is not responsible for any errors in hardware installation, performance or delays in the Project Schedule. In the event the Customer takes on the responsibility of installing LPR cameras through a Motorola-certified installer, Motorola is also not responsible for any errors in hardware installation, performance or delays in the Project Schedule. For in-car LPR installations, an MDT is required for all vehicles (if applicable).

Automatic License Plate Recognition (ALPR) Commissioning (If Applicable)

This section highlights the responsibilities of Motorola and the Customer when a Motorola In-Car Video (ICV) system interfaces with the LPR database.

Motorola Responsibilities

- Create a Customer account in the LPR data system with authorized user emails.
- Verify License Plate Recognition Technology software has been installed and launched per the Quickstart Guide.
- Provide Mobile LPR - Officer Safety Basic and Advanced Pre-Installation Checklist.
- Provide Agency Manager with Training Materials and Licensed Software MDT installation guide.
- Advise Agency Manager of different options available to add new users.
- Confirm Agency Manager is aware of registration required for Hotlists.
- Confirm Agency Manager understands how to set up data-sharing.





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Customer Responsibilities

- Identify the Agency Manager.
- Register to receive access to Hotlists.

SOFTWARE INSTALLATION AND CONFIGURATION (IF APPLICABLE)

Motorola will install LPR software on a specified number of workstations. The Customer will be responsible for installing the software on the remaining workstations.

Licensed Software for the Mobile LPR Solution

Licensed Software is used in conjunction with Mobile LPR cameras. Installation consists of the following activities:

- Network discovery.
- Operating system and software installation.
- Onboarding user / system identity set up.
- Provide user access to the application.

License Plate Recognition Technology

License Plate Recognition Technology software is a cloud solution that does not require an onsite server and supports the full LPR Solution.

Motorola Responsibilities

- Based on Customer feedback, perform the following activities:
 - Create users, groups, and permissions.
- Test to ensure software is accessible to the Customer

Customer Responsibilities

- Verify traffic can be routed through Customer's firewall and reaches end user workstations.

CloudConnect Installation and Configuration (applicable for CommandCentral Aware purchase)

Motorola Responsibilities

- Verify remote access capability.
- Remotely configure CloudConnect Virtual Machine within the Cloud Anchor Server.
- Configure network connectivity and test connection to the CloudConnect Virtual Machine.
- Create an IPSEC tunnel.
- Provide Customer with the information for setting up the IPSEC tunnel.

Customer Responsibilities

- Provide Motorola with two static IP addresses, corresponding subnet masks/default gateway, and available NTP and DNS IP for the CloudConnect Virtual Machine and the Cloud Anchor Server.
- Confirm with Motorola the network performance requirements are met.
- Configure firewall to allow traffic from IPSEC tunnel.

Completion Criteria

- CloudConnect Virtual Machine configuration is complete and accessible throughout the network.



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CommandCentral Evidence (if applicable)

Motorola will work with the Customer to determine best industry practices, current operations environment, and subsystem integration to ensure optimal configuration of your CommandCentral Evidence solution.

Motorola Responsibilities

- Use the CommandCentral Admin Portal to provision users, groups, and rules based on Customer Active Directory data.
- Guide the Customer in the configuration of CommandCentral Evidence.

Customer Responsibilities

- Supply access and credentials to Customer's Active Directory for the purpose of Motorola conducting CommandCentral Evidence provisioning.
- Respond to Motorola's inquiries regarding users, groups and agency mapping to CommandCentral Evidence.
- Provision policies, procedures, and user permissions.
- Configure evidence as directed by Motorola.

Third-Party Interfaces (if applicable)

The integration between Motorola's LPR system and the Customer's third-party system may consist of an iterative series of activities depending on the complexity of accessing the third-party system. Interfaces will be installed and configured in accordance with the Project Schedule. The Customer is responsible for engaging third-party vendors as required to facilitate connectivity and testing of the interface(s).

Motorola Responsibilities

Develop and configure interface(s) to support the functionality described in the Solution Description.

Establish and validate connectivity between Motorola and third-party systems.

Perform functional demonstration to confirm the interface(s) can transmit and receive data to the Customer's digital evidence management system.

Customer Responsibilities

- Act as liaison between Motorola and third-party vendor(s) as required to establish connectivity to the LPR system.
- Provide personnel authorized to make changes to the network and third-party systems to support Motorola's integration efforts.
- Provide network connectivity between the LPR and the third-party system(s).
- Provide information on API, SDKs, data scheme, and any documentation necessary to establish interfaces with all local and remote systems. This information should be provided to the Motorola PM within ten (10) business days of the Interface Engagement Meeting.

NOTE - At the time of initial design, unknown circumstances, requirements or anomalies may present difficulties with interfacing Motorola products to a third-party application. These difficulties could result in a poorly performing or a non-functional interface. By providing Motorola with this information early in the deployment process, will put us in the best position to mitigate these potential issues. If the resolution requires additional third-party integration, application upgrades, APIs, and/or additional software licenses, the Customer is responsible for addressing these issues at their cost. Motorola is not responsible for any delays or costs associated with third-party applications or





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Customer-provided third-party hardware or software. All APIs provided by Motorola or integrations with third-party software are provided AS IS. Motorola is not liable for any claims or damages associated with third party applications, or Customer-provided third party hardware or software.

SYSTEM TRAINING

The objective of this section is to prepare for and deliver training. Motorola training consists of computer-based (online) and instructor-led (on-site or remote). Our training delivery methods will vary depending on course content. Training will be delivered in accordance with the Training Plan. As part of our training delivery, Motorola will provide user guides and training materials in an electronic format.

Online Training (if applicable)

Online training is made available to the Customer through LXP and/or Motorola vetted third party platforms.

Motorola Responsibilities

- Designate a LXP Administrator to work with the Customer (if applicable).
- Establish an accessible instance of LXP for the Customer (if applicable).
- Configure a Customer-specific portal view.
- Organize content to align with Customer's selected technologies.
- Create initial Customer user accounts and a single Primary Administrator account..
- Provide technical support for user account and access issues, LXP functionality, and Motorola managed content (if applicable).
- Provide instruction to Customer on building groups.
- Coordinate third party platform usage and additional course offerings

Customer Responsibilities

- Provide user information for the initial creation of accounts.
- Complete LXP Administrator training (if applicable).
- Ensure network and Internet connectivity for Customer access to training platforms.

Instructor-Led Training (On-Site and/or Remote, if applicable)

Instructor-led courses are based on products purchased and the Customer's Training Plan.

Motorola Responsibilities

- Deliver User Guides and training materials in an electronic format.
- Perform training in accordance with the provided Training Plan.
- Provide the Customer with training attendance rosters and summarize any pertinent information that may impact end user training.

Customer Responsibilities

- Supply classroom(s) with the required computer and audio-visual equipment for training.
- Designate training representatives who will work with the Motorola trainer(s) to deliver the training content.
- Facilitate training of all Customer end users in accordance with the Customer's Training Plan.



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Motorola Deliverables

- Electronic versions of User Guides and training materials.
- Attendance rosters.

PROJECT GO-LIVE, CLOSURE, AND HANDOVER TO SUPPORT

Motorola will utilize the Deployment Checklist throughout the deployment process to verify features and functionality are in line with installation and configuration requirements. The Customer will witness the ST demonstrating the Deployment Checklist and provide feedback as features and functionality are demonstrated. The Customer is considered Live on the system after the equipment has been installed, configured, and made available for use, and training has been delivered or made available to the Customer.

Upon the conclusion of Go-Live, the project is prepared for closure. Project closure is defined as the completion of tasks and the Customer's receipt of contracted components. The Deployment Checklist serves as the artifact that memorializes a project closure. A System Acceptance Certificate will be provided to the Customer for signature to formally close out the project. The Customer has ten (10) business days to provide Motorola with a signed System Acceptance Certificate. If the Customer does not sign off on this document or provide Motorola written notification rejecting project closure, the project will be deemed closed. Upon project closure, the Customer will engage with Technical Support for on-going needs in accordance with the Customer's specific terms and conditions of support.

Motorola Responsibilities

- Provide the Customer with Motorola Technical Support engagement process and contact information.
- Provide Technical Support with the contact information of Customer users who are authorized to engage Technical Support.
- Ensure Deployment Checklist is complete.
- Obtain Customer signature on the System Acceptance Certificate.
- Provide Customer survey upon closure of the project.

Customer Responsibilities

- Within ten (10) business days of receiving the System Acceptance Certificate, provide signatory approval signifying project closure.
- Provide Motorola with the contact information of users who are authorized to engage Motorola's Technical Support.
- Engage Technical Support as needed.

Motorola Completion Criteria

- Provide Customer with survey upon closure of the project.



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ASSUMPTIONS

This SOW is based on the following list of assumptions (if applicable):

- Customer is aware of and abiding by their States' laws, mandates and requirements in relation to the Hotlist
- Pole installations will be done on grassy/dirt/gravel areas or sites where excavation can easily be done with standard auger equipment.
- Site conditions meet all applicable industry and legal standards (including standards promulgated by OSHA or other governmental or regulatory bodies)
- Information provided and approved in the Presales DDR process was accurate



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CITY COUNCIL WORK SESSION MEMORANDUM

TO: Matthew R. Schmitz, MPA – City Manager

FROM: David Niedert – Police Chief

DATE OF MEETING: May 5, 2025

ITEM TITLE: Law Enforcement Liaison Report

DISCUSSION:

Attached are statistics regarding the Buchanan County Law Enforcement Liaison for the Council's review. Staff will be present to give an update and answer any questions the Council may have.

RECOMMENDATION:

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.

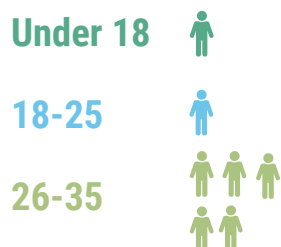
Buchanan County Law Enforcement Liaison Dispatches | January - March 2025

A partnership between the Buchanan County Sheriff's Department and Foundation 2 Crisis Services

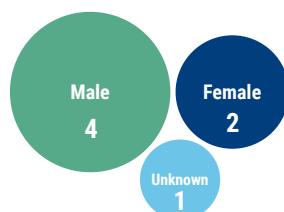
7 total dispatches

0 dispatches in January | 1 dispatch in February | 6 dispatches in March

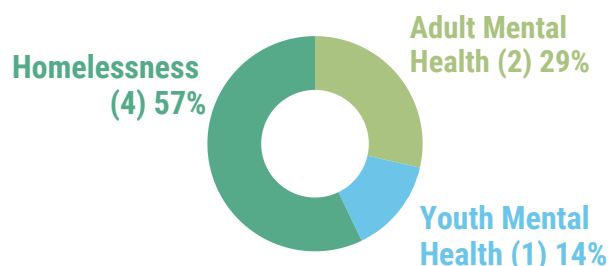
Dispatch Ages



Dispatch Genders



Primary Presenting Issue

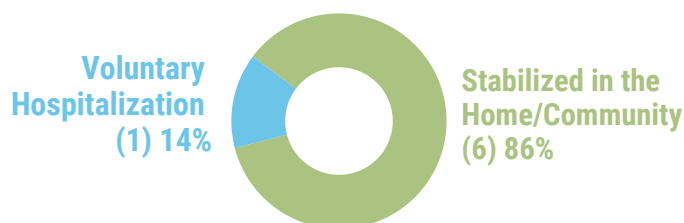


Of 7 dispatches. Categories have been rounded.



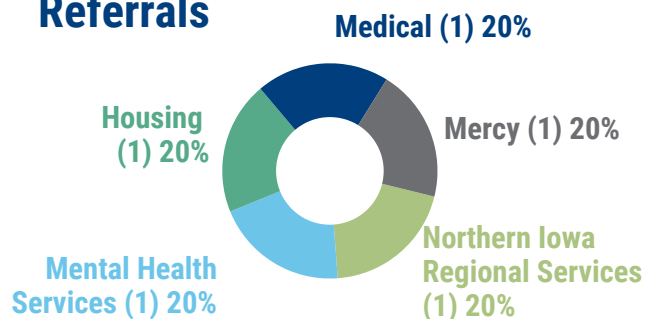
Average Time Per Dispatch
44 minutes

Disposition



Of 7 dispatches. Categories have been rounded.

Referrals



Of 5 referrals from 7 dispatches. Categories have been rounded.

This quarter, Liaison responded with law enforcement to 7 out of 7 (100%) of dispatches.

This quarter, there was probable cause to arrest in 0 out of 7 (0%) of dispatches.

This quarter, 1 out of 7 (14%) of individuals had suicidal ideation at time of dispatch.

This quarter, 0 out of 1 (0%) dispatches where the individual had suicidal ideation was diverted from the emergency department.

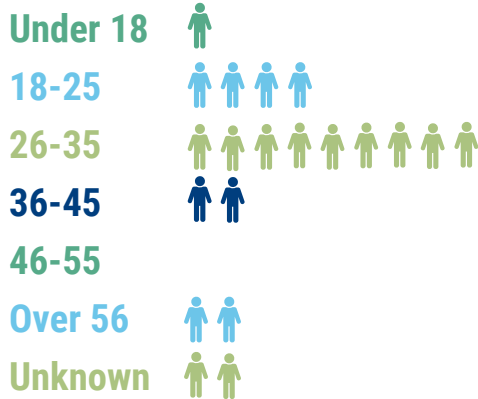
Buchanan County Law Enforcement Liaison Interventions | January - March 2025

A partnership between the Buchanan County Sheriff's Department and Foundation 2 Crisis Services

20 total interventions

1 intervention in January | 11 interventions in February | 8 interventions in March

Ages



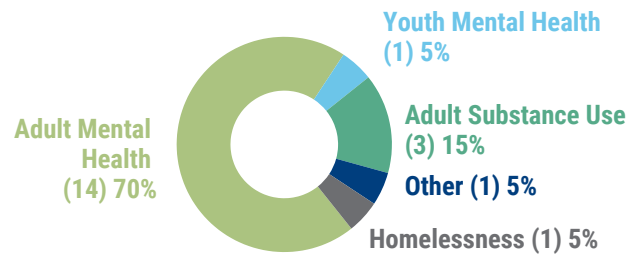
Genders

Male: 11 (55%)
 Female: 8 (40%)
 Unknown: 1 (5%)



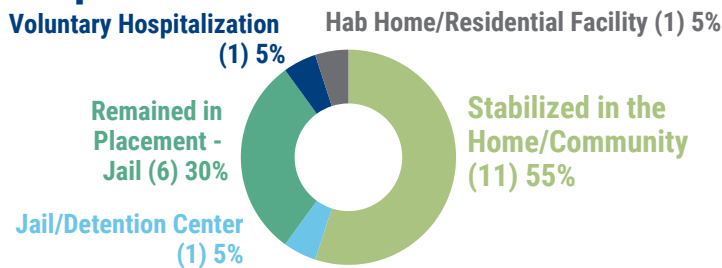
Average Time
 Per Intervention
 48 minutes

Primary Presenting Issue



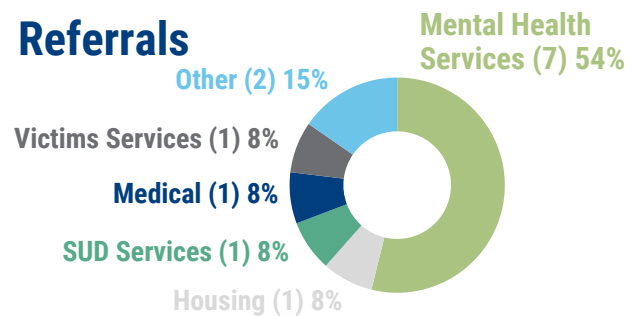
Of 20 interventions. Categories have been rounded.

Disposition



Of 20 interventions. Categories have been rounded.

Referrals



Of 13 referrals from 20 interventions. Categories have been rounded.

This quarter, Liaison responded without law enforcement to 6 out of 20 (30%) of interventions. There was probable cause to arrest in 1 out of 20 (5%) of interventions. 0 out of 1 (0%) interventions where probable cause was present were diverted from arrest; this was due to mandatory arrest policy.

4 out of 20 interventions (20%) were done by telehealth. 16 out of 20 (80%) of interventions were done face-to-face.

Follow-Ups/Care Coordination

Estimated Total Time Spent: 465 minutes



CITY COUNCIL WORK SESSION MEMORANDUM

TO: Matthew R. Schmitz, MPA - City Manager

FROM: Blake Hayward – Fire Chief

DATE OF MEETING: May 5th, 2025

ITEM TITLE: Fire Station Addition / Architect Update

DISCUSSION:

Brian Stark with Martin Gardener will be in attendance to give an update on Site Selection, Station Addition, and future steps moving forward.

RECOMMENDATION:

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.



CITY COUNCIL WORK SESSION MEMORANDUM

TO: City Council

FROM: Matthew R. Schmitz, MPA - City Manager

DATE OF MEETING: May 5, 2025

ITEM TITLE: Storm Water Management Policy

DISCUSSION:

Staff have identified that the current Storm Water Management Policy needs significant clarification and expansion.

We have prepared an Ordinance to adopt a policy that we believe would be much more developer-friendly while still enabling the necessary requirements for actively Managing Storm Water within the City.

RECOMMENDATION:

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.

ORDINANCE NO. 2025-

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF INDEPENDENCE, IOWA, BY ADDING A NEW CHAPTER ON STORM WATER MANAGEMENT

BE IT ENACTED by the City Council of the City of Independence, Iowa:

SECTION 1. NEW CHAPTER. The Code of Ordinances of the City of Independence, Iowa, is amended by adding a new Chapter 102, entitled STORM WATER MANAGEMENT, which is hereby adopted to read as follows:

STORM WATER MANAGEMENT

102.01 Purpose	102.07 Ownership by City
102.02 Definitions	102.08 Private Ownership
102.03 Areas Requiring Storm Water Management Plan	102.09 Further Requirements
102.04 Storm Water Management Requirements	102.10 Exemptions
102.05 Management Plan Design Requirements	102.11 Penalties
102.06 Submission and Approval of Plan	102.12 Objections

102.01 PURPOSE.

It is the purpose of this chapter to establish policies to manage and control Storm Water Runoff occurring from new Development of residential, commercial and industrial areas. The goal is to reduce peak runoff caused by Development of the land. Additional protection is provided through detention and storage structures to control release rates to downstream systems. This will result in cost savings to the overall storm sewer collection system by reducing the size of improvements required. In addition, increased public safety and sediment and erosion control are the expected benefits.

102.02 DEFINITIONS.

The following terms are defined for use in this chapter:

1. “Capacity (of a storm water facility)” means the maximum volume or rate of conveyance available in a storm water management facility, including freeboard, to store or convey storm water without damage to public or private property.
2. “Civil Engineer” means a professional engineer licensed in the State of Iowa to practice in the field of civil works.
3. “Control structure” means part of a storm water management facility designed to regulate the storm water runoff release rate.
4. “Design storm” means a storm with characteristics of the average storm for the desired return frequency.
5. “Detention basin” means any facility designed for the purpose of temporarily holding water which is then released at a predetermined rate and controls the flow of storm water downstream.
6. “Development” means the changing of land from its existing state or an area of land use change, usually involving the building of infrastructure, housing, commercial, and/or industrial structures.
7. “Developed condition” means the hydraulic and hydrologic site characteristics that occur upon completion of a development.
8. “Drainage area” means an area of land contributing to storm water runoff.
9. “Green infrastructure” means natural drainage ways, wet lands, infiltration systems, open green space, permeable pavements, etc.
10. “Green space” means that area in and around a development which is covered with grass, trees, shrubs, and other natural plantings that naturally absorbs storm water.
11. “New development” means the platting of land for the establishment of residential, commercial, industrial and/or agricultural lots.
12. “Overflow path” means the path taken by storm water runoff as a result of flows exceeding the capacity of the underground drainage system or detention basin. The path may include streets, channels, drainage ways or areas of sheet flows, and be located on public property or private property within an easement.
13. “Pre-developed condition” means the hydraulic and hydrologic site characteristics that occur prior to a proposed development, including natural storage areas, drainage ways, drainage tiles and highway drainage structures.
14. “Regional storm water management facilities” means those facilities designed to handle storm water runoff from several lots which may include the entire subdivision, or multiple subdivisions, and may include existing developed areas.

15. “Retention basin” means storm water management practice that captures storm water runoff, and does not directly discharge to a surface water body. Water that is “retained” is “discharged” from the basin either by infiltration or evaporation.

16. “Return frequency” means the statistic parameter that defines the average occurrence time for a storm of a given magnitude.

17. “Site” means a lot, parcel or tract of land (or portion thereof) where development is occurring or has occurred and which may or may not require additional permits.

18. “Site plan” means an overall plan of the area to be developed including, but not limited to: proposed building location, proposed parking and drive locations, proposed utilities including storm sewer components and subsurface drain tile, proposed ground elevations with drainage patterns highlighted, roof drainage outlet locations, other underground utilities, and property boundaries.

19. “Storm sewer system” means facilities for the conveyance of storm water runoff, a series of conduits and appurtenances, to accommodate frequent storms not generating large peak discharges. These facilities usually include conduits, street gutters and swales.

20. “Storm water management facilities” means a detention/retention basin and the associated appurtenances to make the system functional.

21. “Storm water management plan” means a site plan certified by a Civil Engineer, including materials, construction phasing, grading activities, and methods used for mitigation of increased storm water runoff from the site.

22. “Storm water runoff” means the flow of water resulting from precipitation upon a surface area, not absorbed by the soil or plant material.

23. “Subdivision” – refer to Section 170.06(31) of this Code of Ordinances.

102.03 AREAS REQUIRING STORM WATER MANAGEMENT PLAN.

A storm water management plan shall be required for the following; however, if an area under development or redevelopment consideration is known to have drainage challenges and/or capacity issues under the existing conditions, the jurisdiction may require more restrictive stormwater solutions in order to protect adjacent and downstream property:

1. All new residential, commercial, industrial, and manufacturing developments and subdivisions 2 acres in size and larger. Phased residential, commercial, industrial, and manufacturing developments whose combined total is 2 acres and larger.

2. Commercial, industrial, and manufacturing developments under 2 acres in size shall maintain a minimum of 20% green space.

3. In developments where the natural drainage is divided into more than one watershed, the individual watershed drainage areas must meet the criteria mentioned above before storm water management is required.

4. Residential, commercial, industrial, and manufacturing zoning districts with an overall area of two acres or more shall provide on-site storm water detention. Commercial, industrial and multi-family residential lots with an overall area less than two acres shall comply with one of the following, as approved by the City Manager:

A. Privately owned, on-site detention/retention basin.

B. Tributary to a privately or publicly owned detention/retention basin, storm sewer, drainage watercourse or storm water management facility.

In some watersheds, on-site storm water detention may not be required, at the discretion of the City Manager, for non-single-family lots with an overall area of less than two acres.

5. Other developments may be required to submit a storm water management plan at the discretion of the City Council. No subdivision or development plan over two acres will be approved unless adequate drainage will be provided to an appropriate storm sewer, drainage watercourse, or storm water management facility.

6. At the discretion of the City Council, a fee may be charged the developer in lieu of providing storm water management facilities. This may be utilized when the City is constructing a larger regional storm water management facility to handle multiple existing or proposed developments.

102.04 STORM WATER MANAGEMENT REQUIREMENTS.

The storm water management plan shall include, but not be limited to, the following information:

1. Peak discharges for pre-developed and developed conditions based upon the design storms.
2. Individual parameters used for determining discharges shall be listed.
3. Hydraulic capacity of storm sewer inlets, pipes, open channels or other means of conveying water.
4. Green space calculations to meet the 20% minimum requirement.
5. Detention/retention basin design with capacity listed.

6. Control structure/outlet design.
7. Review of existing or proposed downstream conveyance capacities.
8. The SCS TR-55 computerized runoff volume program or other technically proven method shall be utilized for runoff calculations.

No storm water management facilities are required if storm water runoff from a development, up to and including the 100-year storm, can be piped or conveyed in its entirety directly to the Wapsipinicon River without significant adverse impact to intervening properties. Similar waivers of storm water management requirements may be considered on other watersheds on a case-by-case basis.

102.05 MANAGEMENT PLAN DESIGN REQUIREMENTS.

The design requirements of the storm water management plan shall include:

1. Developments requiring storm water management shall be required to detain the difference between the 5-year pre-developed storm and the 100-year developed storm.
2. The maximum release rate for storms up to an expected return frequency of 100 years shall be the 5-year pre-developed storm. The single-stage outlet (i.e. one culvert pipe) is not recommended because of its inability to detain post-developed runoff. A more desirable outlet has two or more stages. A safe overflow path shall be designed for storms exceeding the capacity of the detention/retention basin.
3. Regional storm water management facilities are encouraged. Wet basins are also encouraged because they enhance water quality, add aesthetic value, and increase property value.
4. For new residential developments, storm water detention is not allowed within any front or side yard setbacks required by the Zoning Code, or within 25 feet from the estimated rear building line. A single lot detention or retention will not be allowed within 3 feet of rear building lot line.
5. Dry-bottomed detention basins shall be oversized by 10% to help offset anticipated sedimentation. An alternative to over-sizing is the construction of a series of sediment trapping forebays in the basin with firm bottoms which allow routine removal of sediment.
6. Maximum side slopes of detention/retention basins shall not exceed 3.5:1.
7. Provisions shall be made to keep the bottom of the detention basin dry unless a permanent pond or lake is being utilized for detention.

102.06 SUBMISSION AND APPROVAL OF PLAN.

A site plan shall be a required attachment to a proposed storm water management plan, all of which is to be submitted to the City Manager for review. Include a cover sheet with project name and location, name of firm or agency preparing the report, a Professional Engineer's signed and sealed certification, and a table of contents. Number each page of the report.

The storm water management plan, including proposed storm water detention facilities, shall be reviewed and approved by the City Manager (or those chosen by the City Manager) prior to the issuance of any building permit for the proposed Development. The City may inspect the site at any time to determine compliance with this chapter. Upon determination that a site is not in compliance with this chapter, the City may issue a stop work order until compliance is achieved. The order shall describe the problem, specify a completion date, and indicate the penalties to be assessed for further noncompliance.

102.07 OWNERSHIP BY CITY.

Regional storm water management facilities which are of sufficient size may be deeded to and be maintained by the City. The conditions for City ownership will be reviewed on a case-by-case basis. The City is under no obligation to accept ownership of the facility. If the City elects to obtain ownership of the facility, the property owner shall dedicate to the City any property on which public storm sewer detention/retention basins will be located with a 25-foot perimeter (subject to change) to establish and maintain a vegetative buffer. Ingress-egress easements for maintenance of public facilities shall be provided prior to final approval.

102.08 PRIVATE OWNERSHIP.

For sites on which privately owned storm water detention or retention facilities are located, the property owner will be responsible for the following:

1. All future grading, repairs, and maintenance.
2. Maintenance of the minimum storm water detention capacity, as originally designed.
3. Maintenance of the detention/retention basin control structures and discharge pipes to insure the maximum theoretical design release rate is not increased.
4. The property owner shall not place fill material, or erect any buildings, obstructions, or other improvements on the area reserved for storm water detention or retention purposes, unless approved in writing by the City.

5. Maintenance of the facility so as to be in compliance with Section 50.02 of this Code of Ordinances.

102.09 FURTHER REQUIREMENTS.

Compliance with this chapter does not relieve the developer or property owner of other responsibilities relating to storm water discharge. This includes, but is not limited to NPDES storm water discharge permits regulated by the Iowa Department of Natural Resources and other State of Iowa and federal requirements.

102.10 EXEMPTIONS.

The following are exempt from the requirements of the chapter:

1. Agricultural use of land.
2. Emergencies posing an immediate danger to life or property, or substantial flood or fire hazards.
3. Areas deemed appropriate by the City Manager.

102.11 PENALTIES.

Any person who shall engage in the development of a site within the area of jurisdiction of this chapter before meeting the requirements of this chapter shall be subject to the following: No foundation permits or building permits shall be issued for the property in question until the violations are corrected. Nothing contained herein shall limit the right of the City to any other remedies available to the City for the enforcement of this chapter, including the use of municipal infractions. Enforcement of this section shall be the responsibility of the City.

102.12 OBJECTIONS.

The City Council shall review any objections to decisions made pursuant to this chapter and make the final decision.

SECTION 2. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 3. SEVERABILITY. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of this ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 4. EFFECTIVE DATE. This ordinance shall be effective after its passage and publication as required by law.

PASSED AND APPROVED by the City Council of Independence, Iowa, on this _____ day of _____ 2025.

Brad Bleichner, Mayor of the City of Independence, IA

ATTEST:

Susi Lampe, IaCMC, IaCFO, Assistant City Manager/City Clerk/Treasurer of the City of Independence, IA

First Reading: _____
Second Reading: _____
Third Reading: _____

I certify that the foregoing was published as Ordinance No. 2025-_____ on the _____ day of _____ 2025.

Susi Lampe, IaCMC, IaCFO, Assistant City Manager/City Clerk/Treasurer of the City of Independence, IA



CITY COUNCIL WORK SESSION MEMORANDUM

TO: City Council

FROM: Matthew R. Schmitz, MPA - City Manager

DATE OF MEETING: May 5, 2025

ITEM TITLE: Independence Depot Discussion

DISCUSSION:

Staff has been contacted by the Buchanan County Tourism Bureau (BCTB) Officers, and they would like to discuss with the Council the potential of taking over the Independence Depot.

A request from the BCTB Officers, along with supporting information, is attached.

RECOMMENDATION:

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.

Dear Independence City Council,

The Buchanan County Tourism Bureau (BCTB) would like to discuss the Depot located on 5th Street in Independence. Since its inception, BCTB has been intricately entwined with the Depot. After a group of committed volunteers met in 2017 to create a strategic plan for the BCTB, they identified a need for a tourism director and for the group to move towards doing much more to promote the county, bringing in tourists to the Depot museum became a secondary goal.

This mission evolved over this time, about a year ago, Buchanan County Tourism Bureau began a restructuring to create a Friends of the Depot organization separate from tourism. Buchanan County Economic Development and the Independence Area Chamber of Commerce created space to house the new Tourism Director, separating tourism from the Depot Museum to allow the Friends of the Depot to establish themselves. This also allowed BCTB to focus completely on the promotion of Buchanan County, communities, events, and attractions, which is tourism's purpose.

A lot of work and dedication went into creating and making the Friends of the Depot viable and eventually building a separate entity from Tourism. Despite this hard work and dedication, the task became too much, and the volunteer base dwindled to a couple of dedicated volunteers. Over the last couple of years the Depot museum has not been open more than a handful of days due to the inability to find the volunteers needed to have it open.

What BCTB is asking of the City of Independence is if they would be willing to take ownership and management of the Depot Museum. The building and property is an extremely important historical site in the community and is in a prominent location along 150. Many hours of labor, funds, and organization went into moving and placing the depot where it is 33 years ago. It is an iconic landmark for the county, especially for the City of Independence. Caring for and trying to keep the Depot accessible has become more than what the few remaining volunteers can handle. The Depot Museum comes with a dedicated investment fund for its upkeep of approximately \$51,000. This fund was established when the depot was moved and has grown to this amount over 30+ years. Additional information has been provided in the attached packet of other potential funds, costs, possible projects, and recent work.

If the City of Independence would accept the Depot to continue to maintain it and keep it as a fixture within Independence and the county, the BCTB would deed the property over to the city along with the maintenance funding.

Sincerely,
BCTB Officers

Tourism Depot Funding

Tourism Investment, formerly the Greenley Endowment at Osaic:

Roughly \$20,000 was donated by the Greenley family in the 1990s to the tourism board with the intention of investing it to be used solely for upkeep and maintenance of the Depot. As no original paperwork or information was found on these monies, the current group agreed to continue to dedicate this funding for upkeep and maintenance of the Depot.

As of March 31th, 2025 those funds have grown to \$51,705.70. These funds are dedicated to the Depot and will go to any entity that would take it on to allow for maintenance.

Kephart Trust:

Buchanan County Tourism receives an annual disbursement from the Margaret Pharm Kephart Trust. These funds fluctuate in amount, the annual distribution typically ranges from \$8,000-\$14,000.00 a year.

As directed by the Trust these funds are also to be dedicated to the maintenance of the Depot. We don't know for certain that these funds would continue if the Depot did not stay with Tourism. Legal consult may be wise regarding any changes and this funding.

See Kephart Trust Info below:

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LAST WILL AND TESTAMENT OF MARGARET L. PRAHM KEPHART Page Ten

C. Ten Percent (10%) of the net investment income to the Buchanan County Historical Society for maintenance of the Wapsipinicon Mill. In the event that the Wapsipinicon Mill is no longer maintained, it shall go to other projects of the Buchanan County Historical Society. Ten Percent (10%) of the net investment income to Buchanan County Tourism organization for maintenance of the Independence Depot. In the event that the Independence Depot is no longer maintained, it shall go to other projects of Buchanan County Tourism. Ten Percent (10%) of the net investment income to the Independence Public Library. Ten Percent (10%) of the net investment income to Hospice of Buchanan County.

Immediate cost associated with the care of the Depot:

- Tuckpointing - \$3,000 for main building, already contracted for this season.

Potential additional repair projects:

- Window replacement \$33,924
- Replace 3 doors estimate more than \$11,000 – Our initial quote for this included doors that were not appropriate. There would be additional cost for a better door option.
- Additional repairs and painting windows and doors, rough estimate \$3,000-\$5,000
- Tuckpointing on baggage building, rough estimate \$3,000-\$5,000
- There was a leak at the exterior hydrant, to alleviate the leak the exterior hydrant is currently shut off. If this hydrant were to be used again, replacement of the line and cutting of the foundational and sidewalk concrete would be required. Rough estimates for that were estimated to cost somewhere in the vicinity of \$7,000-\$12,000 because of pipes located under cement and through the footing walls of the building. Please note this exterior water is not mandatory...all interior water and plumbing is in good condition.

Recently completed work:

- The parking lot was chip sealed by Prairie Road Builders in 2024. This was a \$6,500 project. There is an issue, likely from truck/trailer turn-around damage to the sealant that should be addressed soon. The damage is in the NE corner of the lot near-ish the public roadway to the north and the start of the Depot canopy.
- Replacement of the west side screen door was completed in 2024.
- Replacement of some badly damaged sidewalk concrete was completed in 2021.
- Painting of storm window trim has been an ongoing project.
- The furnace and cooling system were newly installed by Ken's Electric in 2018 and 2019. When working properly the system is very efficient and operates with electric and some natural gas. This system has proven to be very economical to operate.

Insurance and Yearly operating costs:

- Insurance is due in May. 2024 cost was \$5,902. The 2025 rate will rise to \$7,275.00.
- Operating cost with insurance as has been seasonal in the past. That would presumably be higher with year-round use. We estimate insurance for year-round use could be around \$14,000 for the year. This estimate includes mowing and lawn maintenance, but not snow removal.
- None of these factors in the train and rail cars

The Budget Tab includes Depot Expenses and Income from 2024 and 2025 as well as the Ledger for 2024 & 2025

Item #8.

2024 Depot Expenses & Income	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
INCOME						\$11,665.80							
Mid American	\$66.22	\$127.94	\$115.15	\$83.19	\$66.58	\$18.64	\$12.01	\$13.08	\$15.23	\$15.27	\$15.27	\$15.27	
ILPT electric	\$181.89	\$147.87	\$86.75	\$82.61	\$64.72	\$62.14	\$119.11	\$322.95	\$256.07	\$136.63	\$83.76	\$197.31	
ILPT Phone	\$16.40	\$16.40	\$16.40	\$16.40	\$16.40	\$16.40	\$16.40	\$16.40	\$16.40	\$16.40	\$16.40	\$16.40	
ILPT Internet	\$49.95	\$49.95	\$49.95	\$49.95	\$49.95	\$49.95	\$49.95	\$49.95	\$49.95	\$49.95	\$49.95	\$49.95	
ILPT garbage	\$2.68	\$2.68	\$2.68	\$2.68	\$2.68	\$2.68	\$2.68	\$2.68	\$2.68	\$2.68	\$2.68	\$2.68	
Insurance						\$5,902.00							
HP Ink										\$14.82	\$3.17		
Walmart-HATD Exp											\$13.31		
HATD Website										\$190.00			
Parking Lot- Prairie Road Builders												\$6,021.20	
Facebook Adv												\$4.00	
USPS PO BOX rental											\$125.00		
Christina roundup /flags								\$86.24					
Property Tax										\$793.30			
Mowing- Jackson Wolfe					\$170.00	\$340.00	\$340.00	\$340.00	\$340.00	\$340.00			
Cole's Ave- Storm Door Parts								\$106.96					
Joe Olsen Flowers						\$53.48							
Tender law care -Spraying				\$500.40									
Hawkeye Alarm- yearly monitoring				\$321.00									
Checks Order			\$28.30										
Storm door final payment											\$525.25		
TOTALS	\$317.14	\$344.84	\$299.23	\$1,056.23	\$370.33	\$6,445.29	\$540.15	\$938.26	\$680.33	\$1,559.05	\$834.79	\$6,306.81	\$19,692.45

2025 Depot Expenses and income	January	February	March	April	
INCOME	\$3,338.00				
Mid American	\$17.00	\$97.06	\$79.05	\$31.73	
ILPT Electric	\$371.04	\$307.79	\$272.63		
ILPT garbage	\$2.68	\$2.68	\$2.68		
ILPT phone	\$16.40	\$16.40	\$16.40		
ILPT internet	\$49.95	\$49.95	\$49.95		



CITY COUNCIL WORK SESSION MEMORANDUM

TO: City Council

FROM: Matthew R. Schmitz, MPA - City Manager

DATE OF MEETING: May 5, 2025

ITEM TITLE: Water Service Line Ownership

DISCUSSION:

At the August 5, 2024 City Council Work Session, Staff talked with Council about the current water service line ownership format for the City. During that meeting, Staff agreed to bring forward a modification to the current Code of Ordinances to update the ownership so that the City is responsible from the main up to and including the Curb Valve, and the property owner would be responsible from the Curb Valve to the building being served.

Attached is an Ordinance modify section 90.12 of the code concerning responsibility, as well as to modify section 90.11 to require 1" min Type K Copper service line from the main to the Curb Valve and 1" min. Type K Copper or PEX with tracer wire service line from the Curb Valve to the building being served.

RECOMMENDATION:

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.

ORDINANCE NO. 2025-

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF INDEPENDENCE, IOWA, BY AMENDING PROVISIONS PERTAINING TO WATER SERVICE SYSTEM

BE IT ENACTED by the City Council of the City of Independence, Iowa:

SECTION 1. SECTION MODIFIED. Section 90.11 of the Code of Ordinances of the City of Independence, Iowa, is repealed and the following adopted in lieu thereof:

90.11 INSTALLATION OF WATER SERVICE PIPE. Water service pipes from the main to the Curb Valve shall be Type K copper, min 1” size. Water service pipes from the Curb Valve to the meter setting shall be Type K copper or PEX with tracer wire, min 1” size. The use of any other pipe material for the service line shall first be approved by the Utilities Director. Pipe must be laid sufficiently waving, and to such depth, as to prevent rupture from settlement or freezing.

SECTION 2. SECTION MODIFIED. Section 90.12 of the Code of Ordinances of the City of Independence, Iowa, is repealed and the following adopted in lieu thereof:

90.12 RESPONSIBILITY FOR WATER SERVICE PIPE. All costs and expenses incident to the installation, connection, and maintenance of the water service pipe from the main to, and including, the Curb Valve shall be borne by the City. All costs and expenses incident to the installation, connection, and maintenance of the water service pipe from the Curb Valve to the building served shall be borne by the owner. The owner shall indemnify the City from any loss or damage that may directly or indirectly be occasioned by the installation or maintenance of said water service pipe.

SECTION 3. SEVERABILITY CLAUSE. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

PASSED AND APPROVED by the City Council of Independence, Iowa, on this _____ day of _____ 2025.

Brad Bleichner, Mayor of the City of Independence, IA

ATTEST:

Susi Lampe, IaCMC, IaCFO,
Assistant City Manager/City Clerk/Treasurer of the City of Independence, IA

First Reading: _____
Second Reading: _____
Third Reading: _____

I certify that the foregoing was published as Ordinance No. 2025-_____ on the _____ day of _____ 2025.

Susi Lampe, IaCMC, IaCFO,
Assistant City Manager/City Clerk/Treasurer of the City of Independence, IA



CITY COUNCIL WORK SESSION MEMORANDUM

TO: Matthew R. Schmitz, MPA - City Manager

FROM: Blake Hayward – Fire Chief

DATE OF MEETING: May 5th, 2025

ITEM TITLE: Auxiliary / Cadet Program Updates

DISCUSSION:

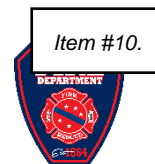
Independence Fire Department has been working on updating our Auxiliary & Cadet Programs. Both programs have had some interest from the public so IFD has worked with City Administration to review and update our program guidelines.

RECOMMENDATION:

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.



Independence Fire Department Auxiliary



This is a formal request to form and establish an Independence Fire Department Auxiliary (IFDA). The purpose of the IFDA is to assist Independence Fire with calls, fundraisers, trainings, public relation events.

Eligible Members: Community members that live within the Independence Fire Department Fire District. This allows other departments to have Auxiliary members for their departments. Members don't have to meet a certain number of meetings or calls over the course of a year as not all calls would need support or extra help from Auxiliary members. Members are free to attend calls, fundraising events, trainings, etc. as time allows.

Authority over Auxiliary: The Independence Fire Department Auxiliary will be under the control of the Independence Fire Rescue Association. Any funds, equipment, apparel, etc. will be purchased by the Independence Fire Rescue Association.

Auxiliary Roles: Auxiliary members are to only be a form of support. This extra support could be during a fundraiser, supplying coffee/water, providing food, transporting equipment from the fire scene to the station or vice versa, taking event/incident photos, etc. No auxiliary member will be doing firefighting activities such as entering a structure fire, operating fire equipment, or anything deemed unsafe from a member of the Independence Fire Department. No Auxiliary member shall give any statements to the media without consent from Independence Fire Chief. No photos or videos taken by Auxiliary members should be shared unless approved by the Fire Chief.

Activating Auxiliary Members: Auxiliary members will be put into the I Am Responding system and they will be notified of a call the same way IFD members are. They can respond via the app and will be labeled in the system as "SCENE SUPPORT". Auxiliary members are requested to check in with an Independence Fire Department Officer once they arrive on scene and get instructions by that officer. It is requested that Auxiliary members will wear a vest at all times while operating on an incident as this will help identify them. If Auxiliary member takes any photos on a Fire Scene, they should use an Independence Fire Department camera when possible and not release any photos or videos without permission from the Fire Chief. Any photo/video that is taken can be sent to the department's email or to Chief's & Officers of the department.

Auxiliary Compensation: Auxiliary members will not be compensated by a nominal fee or regular pay by the City of Independence or Independence Fire Rescue Association. Members may receive other forms of compensation such as clothing, meals, etc. for their assistance during calls or events.

Application process: Anyone wishing to be an Auxiliary member shall apply and turn it in to the Secretary of the Association. The letter will be discussed at the next meeting and action will be taken then. Once approved, Auxiliary members will be allowed to attend monthly meetings and participate in discussion. Auxiliary members will be allowed to present items or topics but will not be allowed to vote on said item or topic. Any Auxiliary member wishing to longer be a part of the Auxiliary shall submit a letter of resignation and will be removed from the roster similar to an Association member.

Removal of Auxiliary Member: An auxiliary member can be removed by a majority vote of voting members at a regular or special meeting. In the case where an auxiliary member is doing something unsafe or not following the above policy, they can be removed from an event by the Chief, Asst. Chief(s), or acting officer in charge at that time.

Attendance Requirements: Auxiliary members will not be required to make a set number of calls, events, or meetings as they are not compensated for their efforts.

City of Independence Fire Department Cadet Firefighter Program Guidelines

The Cadet Firefighter Program was instituted by the City of Independence Fire Department (IFD) as a training program for young men and women, aged 14-18, interested in serving their community and preparing to become active firefighters upon reaching the age of 18. At age 18, the Cadet Firefighter is eligible to attend the Firefighter 1 Course and to apply to become a full volunteer member of the City of Independence Fire Department upon successful completion or apply for an open position as a Firefighter if one exists at that time.

As a Cadet Firefighter, members serve in a support role for the senior firefighters at actual emergencies as a supplement to a formal training program. The Cadet Firefighters attend monthly training drills with the full Department. An IFD fire officer serves as the Cadet Firefighter training officer, and they are the primary contact person for the Cadet Firefighter. Those selected are expected to act in a mature manner and commit to a demanding, long-term program.

In both training sessions and actual emergency situations, the safety of the Cadet Firefighter is of paramount concern to the Department, and the City. As such, the activities of the Cadet Firefighters are limited in scope and the fire officers closely supervise them. The Cadet Firefighters quickly become an integral part of the firefighting team during emergencies, serving in such important capacities as establishing a water supply, supplying equipment for interior firefighters, changing air packs, manning exterior hose lines, and assisting with interior overhaul once a fire has been extinguished. It should be understood, however, that despite the training and supervision provided, firefighting is a dangerous activity, and serious injury is a possibility. The fire officers will make every effort to minimize the Cadet Firefighters' exposure to danger. It is also the responsibility of the Cadet Firefighter to avoid known hazardous situations.

Due to the inherent dangers of firefighting, strict rules of conduct and tight procedural standards have been established. In an actual emergency, it is essential that all firefighters, including Cadet Firefighters, act in a calm, efficient, and professional manner. The Cadet Firefighters are expected to attend training drills to be prepared for the many challenges presented in an emergency situation. Each member must read and understand these requirements and adhere to the standards. The IFD fire and administrative officers are available to discuss any questions.

Eligibility

1. Any resident of the City of Independence, or within the City of Independence Fire District (Sumner & Washington Townships), between the ages of 14-18, may submit an application for membership in the City of Independence Fire Department Cadet Firefighter Program.
2. The applicant must be in good academic standing at his/her school at the time of application and during the period of membership as a Cadet Firefighter. A minimum GPA of 2.0 ("C") must be maintained.

3. The applicant must complete an application, including a parental consent form that must be signed by a parent or legal guardian. The application must be approved by the IFD Chief, Officers and IFD Cadet Firefighter training officer.

General Rules

1. The general standard of conduct is to act in the manner of a professional. Cadet Firefighters represent the IFD and the City of Independence and are expected to be courteous and respectful to fellow firefighters and emergency service personnel and all citizens served. The IFD will not tolerate vulgar, offensive, discriminatory or threatening language or gestures at any time. Cadet Firefighters shall not wear any article of clothing that, in the opinion of a fire officer, would be offensive to the public served. Violations will result in disciplinary action and may include suspension.
2. The IFD maintains a “zero tolerance” policy with respect to drug and alcohol use and violation of public laws. Any possession or use of alcohol or illegal drugs or being under the influence of alcohol or illegal drugs, on IFD premises or apparatus, emergency scene, training drill, official function, or while in IFD uniform will result in immediate and permanent suspension from the IFD Cadet Firefighter Program. Cadet Firefighters shall not smoke on IFD premises or apparatus, emergency scene, training drill, official function, or while in IFD uniform. Any arrest or conviction for a crime will result in a review of the circumstances by the IFD Chief and Officers, and may result in disciplinary action, including permanent suspension.
3. Cadet Firefighters shall not use or display emergency identification on their personal vehicle (e.g., blue lights and fire department plates). Cadet Firefighters shall not wear clothing identifying them as an IFD firefighter, except assigned protective gear, uniforms or logo shirts/hats worn for official purposes only.
4. Cadet Firefighters shall not enter an IFD fire station unless a senior member of the department is present, and then only for official business (emergency response, training drill, department meeting or work detail). Cadet Firefighters shall not bring friends or anyone else into a fire station or permit them to be aboard fire apparatus.
5. Cadet Firefighters must leave the station no more than 30 minutes following completion of the emergency response, training drill, department meeting or work detail.
6. Cadet Firefighters are not permitted to attend overnight stand-by details (will be released from a stand-by not later than 10:00 PM) or to accompany IFD firefighters covering the station of another fire department.
7. Cadet Firefighters shall not borrow IFD equipment for personal use.
8. Cadet Firefighters shall not operate IFD vehicles.
9. Power tools, hydraulic and pressurized air operated equipment, and cutting devices such as chain saws/roof saws, air bags and Hurst Tools are to be operated only under the direct supervision of a fire officer or his/her designee. A Cadet Firefighter must be at least 18 years old to operate any of this equipment. Power tool use is for training purposes only. A Cadet Firefighter shall not operate any power tool, hydraulic or pressurized air operated equipment or cutting device at an emergency scene. Full protective gear, including gloves and eye covering, must be worn by the Cadet

Firefighter when operating any power tool, hydraulic or pressurized air operated equipment, or cutting device.

10. Cadet Firefighters may climb IFD ground ladders or the aerial ladder for training purposes only. Any ladder use must be under the direct supervision of an IFD fire officer or his/her designee. A ladder belt or safety harness and full protective gear must be worn at all times. Ladders or aerial equipment of another fire department shall not be used by the Cadet Firefighter.
11. Cadet Firefighters are not to participate in any IFD activity, including emergencies, during school hours. Cadet Firefighters are not to leave school, or a school sponsored activity, for an emergency response. Cadet Firefighters are not to respond to any alarm dispatched after 9:30 PM on a school night (Sunday-Thursday). Cadet Firefighters will not be assigned pagers or radios. Cadet firefighters will be added to the I Am Responding system and notified of calls and training through the system.
12. Cadet Firefighters must attend a minimum of 30% of training drills or meetings conducted each year. Cadet Firefighters are not required to respond to emergency calls.
13. Cadet Firefighters are responsible for the care of all IFD gear issued to them and are financially responsible for loss or damage from other than official use as a Cadet Firefighter.
14. Cadet Firefighters shall not fill SCBA air bottles and are to remain clear of the filling area when air bottles are being filled.
15. No firefighter or Cadet Firefighter is to ride on a truck step. All firefighters are to be seated in the truck cab when the apparatus is in motion and seatbelt use is required. Cadet Firefighters shall not repack hose from the hose bed if the apparatus is in motion.
16. Cadet Firefighters are to report directly to the station at all times. Cadet Firefighters are not to drive personal vehicles to any scene unless directed by an IFD Officer.
17. All injuries are to be reported immediately to an IFD fire officer or safety officer.
18. Cadet Firefighters shall not accept monetary payment or gifts for services rendered as a firefighter. Any citizen offering payment of any kind should be reported to the Chief or an Officer. Those individuals seeking to make a contribution should be advised to consider a voluntary contribution to IFD as part of the annual fund drive.

Emergency Response

1. Cadet Firefighters may respond to emergency alarms, except as outlined in (2) and (3) below. Cadet Firefighters should respond to the firehouse or as directed by the IFD Chief or Cadet Firefighter Training Officer via a standing assignment order. Cadet Firefighters may respond on IFD apparatus if seats are available (Cadet Firefighters will relinquish seats to senior firefighters as needed). Cadet Firefighters are under the command of IFD fire officers from the time of their arrival at the station or emergency scene until released from duty by an IFD fire officer. If no officer is aboard the apparatus, the Cadet Firefighter will be under the command of the driver until reassigned to an IFD fire officer. Cadet Firefighters are not to leave an emergency scene without the knowledge and consent of an IFD fire officer (each Cadet Firefighter is to speak with an IFD fire officer directly, not via a third party).

2. Cadet Firefighters shall not respond to an emergency alarm relating to a hazardous material incident, biological or nuclear hazard, explosive device, terrorist incident, police jurisdiction/crime scene assistance or mass casualty (defined as one likely to involve four or more individuals seriously injured or killed – such as an incident involving a train, aircraft or bus accident). Cadet Firefighters are not to respond to a mutual aid alarm outside of City of Independence Fire Department Jurisdiction unless directed by an IFD Officer.
3. Prior to responding to alarms, the Cadet Firefighter must be trained, and demonstrate proficiency in the use of SCBA equipment. Cadet Firefighter use of SCBA equipment at an emergency scene is reserved for defensive, escape purposes only. A Cadet Firefighter is to remain well clear of an area of operation requiring use of supplemental breathing air.
4. Cadet Firefighters must wear all protective gear while riding on the apparatus and at an emergency scene.
5. Under no circumstances is a Cadet Firefighter entering a burning structure, confined space or underground area, or area subject to collapse hazard. Once a fire has been brought under control, and the building is determined to be structurally sound and free of hazardous materials and toxic gas, the Cadet Firefighter may enter the building if accompanied at all times by an IFD fire officer or his/her designee. This must be with the consent of the Fire Chief. Cadet Firefighters may operate exterior hose lines under the direction of an IFD fire officer or their designee. Cadet Firefighters must remain well clear of a motor vehicle fire or other type fire presenting exposure to flammable liquids or hazardous materials. At an emergency scene, a Cadet Firefighter shall not climb a ladder or operate from a roof or other elevated position. At an emergency scene, a Cadet Firefighter shall not operate any power tool, hydraulic or pressurized air operated equipment, or cutting device.
6. Upon arrival at an emergency scene, a Cadet Firefighter is not to enter a private dwelling or other structure with senior firefighters for investigation or emergency action of any type, unless expressly instructed to do so by the Fire Chief or an IFD Fire Officer. Cadet Firefighters are to remain with the apparatus or in close proximity to the incident commander and await specific orders from an IFD fire officer. If the Cadet Firefighter receives orders from an officer (or request from a firefighter) of another fire department, it is incumbent upon the Cadet Firefighter to advise that officer or firefighter of his/her status as a Cadet Firefighter and the limitations placed upon him/her.
7. All orders received from an IFD fire officer are to be obeyed and executed completely. If, due to safety concerns or for any other reason, the Cadet Firefighter is unable to complete an assigned task, the officer issuing the order, or another officer in their absence, should be immediately notified by the Cadet Firefighter who received the order.
8. At an emergency alarm involving downed power lines or gas leak, the Cadet Firefighter must remain aboard the apparatus until the area of operation for the Cadet Firefighter is determined to be safe by an IFD fire officer.
9. If assisting with directing traffic, the Cadet Firefighter must wear a reflective vest and reflective striped turnout coat. In the evening hours, the Cadet Firefighter must make use of a flashlight. The Cadet Firefighter must operate only in an area within

sight of fire apparatus and/or a police vehicle displaying flashing warning lights. The Cadet Firefighter shall not direct traffic on a divided highway or in snow or ice conditions that may impair motor vehicle control. When assisting with traffic control or crowd control, the instructions of a police officer are to take precedence.

10. Cadet Firefighters are not to make any public comments or make statements to the media at the time of an emergency incident, or following the incident, concerning anything related to the incident. Examples of comments to avoid are the cause and origin of any incident, the condition of victims, of property, fire fighting or rescue techniques. All public inquiries are to be referred to the incident commander or IFD Chief. It should be understood by the Cadet Firefighter that fire inspectors or arson investigators and other governmental officials are required to inspect certain types of damage, and their presence shall in no way indicate suspicion of wrongdoing on the part of the property owner. Cadet Firefighters must also understand that individuals whose property has been damaged or destroyed and/or family members injured or killed are extremely sensitive to the statements and actions of emergency personnel. IFD Cadet Firefighters are expected to demonstrate the utmost of respect and compassion for these individuals in both their words and actions.
11. Valuables found at an emergency scene are to be immediately turned over to an IFD fire officer or police officer. Theft by a Cadet Firefighter will result in an immediate suspension from the Cadet Firefighter Program and the Buchanan County Sheriff's Department will be notified.
12. Cadet Firefighters are not to have any direct contact with an injured person or dead body unless properly certified (First Responder, EMT or Paramedic), and then only at the direction of an IFD fire officer or EMS crew chief. Report any accidental contact with blood or other bodily fluid to an IFD fire officer or safety officer immediately, so that medical treatment can be initiated promptly.
13. For more information contact:
City of Independence Fire Department
113 4th Ave. S.E.
Independence, IA 50644
Phone: 319-334-3404



CITY COUNCIL WORK SESSION MEMORANDUM

TO: City Council

FROM: Matthew R. Schmitz, MPA - City Manager

DATE OF MEETING: May 5, 2025

ITEM TITLE: RV Park Discussion

DISCUSSION:

Over the past several months, there have been many instances of issues occurring at the RV Park regarding how the park is viewed by the public. Staff responsible for overseeing the park have always been responsive and helpful when these issues have been brought forth, but additional discussion is needed with the Council regarding the park's future and what policies apply to it.

RECOMMENDATION:

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.



CITY COUNCIL WORK SESSION MEMORANDUM

TO: City Council

FROM: Matthew R. Schmitz, MPA - City Manager

DATE OF MEETING: May 5, 2025

ITEM TITLE: Yard Parking & RV Storage

DISCUSSION:

Staff was asked to bring this forward for consideration again.

In October 2024, Staff brought forth the attached possible ordinance and heard feedback from the Council that there was concern about limiting RV Parking in residential areas, specifically to only one Recreational Vehicle. Staff has modified that to allow for two vehicles, and further modifications can certainly be made.

RECOMMENDATION:

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.

ORDINANCE NO. _____

**AN ORDINANCE AMENDING CHAPTER 69 “PARKING REGULATIONS” OF THE
CODE OF ORDINANCES OF THE CITY OF INDEPENDENCE, IOWA**

SECTION I. PURPOSE. The purpose of this ordinance is to ensure protection of residential communities from unsafe parking and creation of nuisance conditions at residential properties.

SECTION II. SECTION ADDED. Chapter 69 “Parking Regulations” of the City Code is hereby amended as follows to add an entirely new section:

CHAPTER 69

**69.32 OFF-STREET PARKING AND STORAGE OF VEHICLES IN RESIDENTIAL
AREAS AND ON RECREATIONAL TRAILS.**

1. Definitions. For use in this section, the following terms are defined:

- A. All-weather surface: shall mean an asphalt, Portland cement concrete, turf blocks, or brick pavers of sufficient thickness to adequately support motor vehicles and of adequate continuous surface area to cover the entire undercarriage of the vehicle.
- B. Front Yard Area: shall mean all that area between the front property line and a line drawn along the front face or faces of the primary structure on the property and extended to the side property lines.
- C. Hike/Bike Trail (recreational trails): shall mean any trail constructed and maintained by the City of Independence for walking, biking, and other recreational purposes.
- D. Motor Vehicle and Vehicles: shall mean any motor vehicle as defined in Iowa Code, Chapter 321.1, or other vehicles, including the following:
 - i. All-terrain vehicles
 - ii. Fifth-wheel travel trailer
 - iii. Motorized bicycle
 - iv. Motorcycle
 - v. Motor home
 - vi. Tractors or farm machinery
 - vii. Travel trailer
 - viii. Trailer
 - ix. Watercraft (any type)

- E. Side Yard Corner Lots: shall mean the yard area adjacent to the street right-of-way on a corner lot extending from the front yard along the side of the structure to the rear property line.
- F. Side Yard: shall mean the yard area adjacent to the residential structure, but not adjacent to the street right-of-way, extending from the front yard along the side of the structure to the rear property line.
- G. Habitation: shall mean a place in which to live, sleep or dwell.
- H. Recreational vehicle: Recreation vehicle as used in this chapter shall mean a vehicular or portable unit designed to be mounted on a chassis and wheels, which either has its own motive power or is mounted on or drawn by another vehicle, such as travel trailers, fifth wheel trailers, camping trailers, motor homes, or truck campers which may be used as a temporary dwelling or sleeping.

2. Prohibited Parking.

No person shall cause, undertake, permit or allow the outside parking and storage of vehicles on property used for residential purposes and/or on residentially zoned property unless it complies with the following requirements:

Front yard or side yard, corner lots: Vehicles which are parked or stored outside in any front yard, or any side yard of corner lot areas must be on an all-weather surface driveway which shall not exceed forty percent (40%) of the front yard of any lot or the side yard of a corner lot. Driveways exceeding forty percent (40%) of the front yard of any lot or the side yard of a corner lot prior to the adoption of this section are exempt provided no additional surface area is added. This provision, however, shall not prevent the construction of hard surface paving to access the garage(s) for multiple attached dwellings, provided the design is approved by City building officials.

Exceptions: During emergency snow removal operations (when snow ordinance is in effect), vehicles may be parked in a manner whereas the entire vehicle may be parked in any portion of a residentially zoned property or any property used for residential purposes. Said vehicles must then be moved to normal parking (all-weather surface) within twenty-four (24) hours following the cancellation of the snow ordinance.

Side yards: Parking of all vehicles, including registered and operable vehicles, must be parked in a permanent roofed structure or on an all-weather surface when parked in a side yard. Such an all-weather surface in a side-yard must be connected to a driveway leading from an approved curb drop or entrance, which also consists of an all-weather surface. The vehicle wheels and any component touching the ground must be located entirely on, and directly above, the appropriate surface.

Rear yards: Parking for recreational vehicles, travel trailers, trailers, boats, snowmobiles, and other such recreational vehicles may occur on grass surfaces in rear yards.

Recreational vehicles:

- 1) Excluding an existing developed recreational park, no person shall occupy, for the purpose of habitation, a lawfully parked recreational vehicle on a residentially zoned property.
- 2) Excluding an existing developed recreational park, no more than two (2) recreational vehicles may be lawfully parked on a residentially zoned property for more than twenty-four (24) continuous hours.

Recreational Trails: No person shall cause the parking of vehicles on any recreational trails.

3. Declaration of Nuisance. The outside parking and storage of motor vehicles and vehicles as defined above, on property used for residential purposes and/or residentially zoned property, in violation of the requirements set forth in this section, is declared to be a public nuisance because it (a) obstructs views on streets and private property, (b) creates cluttered and otherwise unsightly areas, (c) prevents full use of residential streets for residential parking, (d) decreases adjoining landowners' and occupants' enjoyment of their property and neighborhood, and (e) otherwise adversely affects property values and neighborhood patterns. Any violation of this section may be abated in the manner provided for in Chapter 50, Code of Ordinances or Chapter 657 of the Code of Iowa, or may be enforced under Chapter 4, Municipal Infractions, Code of Ordinances.

SECTION III. REPEALER. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION IV. SEVERABILITY. If any section, provision, or part of this ordinance shall be adjudged invalid or unconstitutional, such adjudication shall not affect the validity of this ordinance as a whole or any section, provision, or part thereof not adjudged invalid or unconstitutional.

SECTION V. EFFECTIVE DATE. This ordinance shall be effective after its passage and publication as required by law.

PASSED AND APPROVED by the City Council of Independence, Iowa, on this _____ day of _____ 20__.

Brad Bleichner, Mayor of the City of Independence, IA

ATTEST:

Susi Lampe, IaCMC, IaCFO, Assistant City Manager/City Clerk/Treasurer of the City of Independence, IA

First Reading: _____
Second Reading: _____
Third Reading: _____

I certify that the foregoing was published as Ordinance No. 20__-__ on the _____ day of _____ 20__.

Susi Lampe, IaCMC, IaCFO, Assistant City Manager/City Clerk/Treasurer of the City of Independence, IA



CITY COUNCIL WORK SESSION MEMORANDUM

TO: City Council

FROM: Matthew R. Schmitz, MPA - City Manager

DATE OF MEETING: May 5, 2025

ITEM TITLE: City Council Meeting Times

DISCUSSION:

Staff was asked to add an item to the agenda to discuss City Council Meeting Times.

It is worth noting that the current meeting time was discussed during a Strategic Planning Session in December 2021. Before that, City Council Meetings began at 6:30 P.M.

RECOMMENDATION:

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.