

BUSINESS REIMBURSEMENT FOR INTEGRATED CAMERA SYSTEMS (BRICS) INCENTIVE PROGRAM POLICIES, GUIDELINES, AND PROCEDURES

Program Overview

The Business Reimbursement for Integrated Camera Systems (BRICS) Incentive Program ("Program") is designed to enhance public safety through and incentivize business participation in the Elk Grove Community Sentinel Program by providing grants to qualifying businesses and/or commercial property owners for the purchase, installation, and maintenance of qualifying security camera systems. The Program provides reimbursement in the form of a grant for up to 50% of eligible costs, with a maximum reimbursement of \$5,000 per applicant, for security camera infrastructure that is connected to the City's Real-Time Information Center (RTIC) via the approved camera integration platform.

The goal of the Program is to ensure a safe operating environment for businesses to thrive in by improving exterior surveillance coverage to support real-time crime prevention and response efforts.

Program Components

- Reimbursement to a qualified business or commercial property owner (defined below) of up to 50% of eligible camera system (defined below) purchase and installation costs not to exceed \$5,000 per property.

Program Guidelines

An eligible business or commercial property owner must meet ALL the following criteria:

- Be a business or commercial property that is properly licensed and permitted by all applicable government agencies, including the City of Elk Grove, and lawfully operating within the City of Elk Grove.
- Be properly registered with the California Secretary of State, if registration is available (sole proprietorships need not be registered).
- Be in good standing with the City of Elk Grove and the State of California. A business/owner not in good standing may be deemed eligible, on a case-by-case basis, if it is actively engaged, in good faith, with the City in a mutually agreed-upon process to resolve outstanding enforcement actions or delinquencies or other matters and will return to good standing. For purposes of the Program, "good standing" means that the business or commercial property owner has a valid business license, is legally operating within the City of Elk Grove, is not in default on any financial obligations to the City, and has no active code enforcement case pending against the business or the commercial property owner.

The following businesses are **NOT** eligible to apply for the Program:

- Home-based businesses.
- Independent contractors and consultants of the business or commercial property owner.
- Gig economy service providers such as Uber, Lyft, or Doordash.
- Independent home rental businesses such as Airbnb or VRBO.
- Mobile Vendors.

For the purposes of the Program, “business” includes any lawful businesses entity, including but not limited to sole proprietorships, partnerships, LLCs, or corporations, that maintains a physical presence and conducts business operations within the City of Elk Grove.

For purposes of this Program, “commercial property” includes retail, office, industrial, and multi-family residential properties (apartment complexes). The City Manager or authorized designee may, in their sole discretion, determine that other property types not expressly listed are eligible commercial properties if the proposed project demonstrates a clear and substantial public safety benefit consistent with the purposes of the Program.

The City Manager or authorized designee shall make all final determinations regarding eligibility and may, on a case-by-case basis, deviate from these Policies, Guidelines, and Procedures, provided the determination supports the purposes and goals of the Program and the grant amount does not exceed \$5,000. This discretion includes the authority to reduce or eliminate the matching requirement when deemed appropriate by the City Manager in his/her sole discretion. The City Manager or authorized designee may also determine that providing a grant to an eligible Applicant is not in the best interest of the City and deny the Program application.

Eligible Camera Systems

Eligible systems must be located on commercial property within Elk Grove and demonstrate a clear public safety benefit to be eligible for funding, as determined in the sole discretion of the City. Funding will only be provided for the purchase of new cameras, systems, or components specifically identified and approved by the City as beneficial based on a CPTED evaluation. Additional cameras beyond those approved through the CPTED evaluation may not be eligible for funding. Approved systems may include:

- Security cameras and systems that are commercial grade and support RTSP protocol and the ONVIF standard meets the approved camera integration platform’s technical standards.
- Approved upgrades to existing systems or equipment that improve image quality, expand coverage, and include RTIC integration. Upgrades may not be applied to systems that were previously purchased using funds from this program.

- The system must include connectivity hardware or software, including supporting bandwidth capabilities, required to link the system to RTIC.
- Approved systems must have a minimum retention period of 30 days for all feeds.
- The system must provide camera access to the RTIC via the approved camera integration system or other City-approved integration and complete the MOU associated with the Community Sentinel Program.
- Maintain RTIC access for a minimum of 60 months following installation.
- The Program does not reimburse costs associated with private security monitoring, alarm monitoring, guard services, or any third-party monitoring services. Eligible subscription costs are limited solely to those required for RTIC integration.

Approval Process

1. Applicant fills out an interest form on the Office of Economic Development's website, www.investelkgrove.org.
2. City of Elk Grove Economic Development Department staff contacts the applicant to discuss the project.
3. If invited to apply, the applicant completes an application.
4. Application and project scope are reviewed by City staff for eligibility and alignment with public safety goals and a funding decision is made.
5. If the applicant is not the property owner, written approval or a signed authorization must be provided by the commercial property owner (which may be the landlord) who owns at least 51% of the commercial property.
6. If the project is accepted for funding review, a CPTED (Crime Prevention Through Environmental Design) inspection is conducted by the Elk Grove Police Department, and any recommended safety enhancements are completed as part of the camera system installation or upgrade project. Note: The costs of any required CPTED safety enhancements are not subject to reimbursement under the Program.
7. Obtain approval from the Elk Grove Police Department or authorized designee for camera placement to ensure alignment with public safety standards.
8. Applicant enters into an Economic Development Grant Agreement ("Grant Agreement") with the City and proceeds with camera system installation or upgrade.
9. At the completion of the project, the applicant submits a Payment Request to the Office of Economic Development and submits proof of completion and copies of all paid invoices related to the project.
10. Reimbursement is issued within 30 days of an accepted Payment Request.
11. The City reserves the right to physically inspect all project components to verify compliance with all Program requirements for the duration of the contract period.

Funding priority will be given to projects located in densely populated commercial areas or other areas where exterior camera placement is expected to have greater impact on

public safety. Any funding provided under the Program is subject to budgeted funds availability.

Funding Allocation Levels

Program funding is appropriated by the City Council annually or as needed. If funds are not available applications will not be accepted.

Grant Amount:

Not to exceed \$5,000 regardless of total project cost.

Disbursement of grant funds to approved Applicants will be in the form of a reimbursement payment for completed work issued after the City has received a Payment Request from the Applicant and has deemed the project complete. The payment request will include proof of eligible project costs and expenses consistent with the approved design and acceptable to the City.

Repayment Requirements

If the grantee is not operating its business or commercial property within 60 months of funding approval, the grantee must repay the grant funds with interest at the rate and within the time stipulated in the Grant Agreement.

General Conditions

Economic Development staff will prepare application forms and materials, identify required submittals, and define necessary processes needed to receive and evaluate funding requests under this Program. All application materials and processes are subject to change from time to time.

The estimated time from completed application to a funding decision, evidenced by an Grant Agreement, will vary depending on the quality and completeness of the application, the responsiveness of the applicant, and the workload of City staff, among other factors.

All applications for funding under the Program shall be considered on a case-by-case basis. Funding is not guaranteed, and the City has sole discretion to approve or deny any application for funding, and to provide full or partial funding, or none at all. All funding decisions shall be final and the applicant waives any right of appeal, if any, from any decision on any funding application, the decision to accept or not accept a funding application, or the decision to process or not process any funding application. All funding decisions shall be documented by a written Grant Agreement executed by the grantee and the City setting forth the terms and conditions of any funding under the Program. Applicant shall have no rights in any funding, or otherwise under the Program, absent a fully executed Grant Agreement.

Prevailing Wage Law Compliance

Applicants shall comply with all laws with respect to the receipt and use of any funding under the Program. The City makes no representation as to whether any applicant's receipt or use of such funding would be subject to the state prevailing wage laws, as set forth at Labor Code sections 1720, et seq. To the extent applicable, applicants shall cause all work performed with such funding to be performed in compliance with all applicable laws including, without limitation, state prevailing wage laws pursuant to Labor Code sections 1720, et seq. In the event an applicant fails to comply with any applicable law, including, without limitation, prevailing wage laws, the applicant shall be liable for the payment of all penalties, wages and/or damages resulting therefrom, and shall defend, indemnify, and hold the City harmless for any violations or alleged violations of law. These provisions will be included in any Grant Agreement. Applicant is encouraged to seek legal advice through legal counsel of their choosing for further guidance.