



**City of Rancho Palos Verdes  
HOA Security Camera Grant Program  
2021 Expansion: Flock Safety  
Application Form**

Name of Homeowner's Association (HOA): \_\_\_\_\_

President of HOA Board: \_\_\_\_\_

Email: \_\_\_\_\_

Designated Representative: \_\_\_\_\_

Email: \_\_\_\_\_

Cell/Work Phone Number: \_\_\_\_\_

How many Flock Safety Cameras would your HOA like to purchase?

\_\_\_\_\_

**Please review the following conditions; if you understand and agree to the conditions, please date and sign at the bottom:**

- The Lomita Sheriff's Station will have full access to footage captured with Flock Safety devices
- The City of Rancho Palos Verdes City Manager, Deputy City Manager, or City Designee will have administrative access to the Flock Safety system
- The City of Rancho Palos Verdes will reimburse half the cost of the approved camera(s) only, up to \$1,000 per camera in **one-time** reimbursement
- The HOA is responsible for the purchase, annual fees, and use of the cameras

Date: \_\_\_\_\_

Representative Print Name: \_\_\_\_\_

Representative Signature: \_\_\_\_\_

I, \_\_\_\_\_ on behalf of the \_\_\_\_\_, agree to  
(Designated HOA Representative) (HOA Name)

adhere to the City of Rancho Palos Verdes' Homeowner's Association Security Camera Grant Program terms, a copy of which has been provided to and reviewed by me, including each of the conditions of all City-issued permits issued in connection therewith. As an authorized representative of the HOA, I acknowledge and agree to the following grant program conditions on behalf of the HOA as follows: the HOA is the primary signature of the security camera system leased from Flock Safety; and the HOA is responsible for all equipment and installation costs. Compliance with the grant terms requires that the Los Angeles County Sheriff's Department, by way of the Lomita Sheriff's Station, be provided with access, review, and download of footage from the security camera system for crime-prevention and investigation purposes. The HOA acknowledges and agrees that the City of Rancho Palos Verdes, its City Manager, Deputy City Manager, or their Designee, will have be provided with access, review, and download of footage from Flock Safety system. The HOA agrees that the footage captured by the security camera system shall be utilized exclusively for crime-prevention or investigation purposes and shall not be utilized to capture interior images of homes within the HOA or to invade the personal privacy of individual homeowners/tenants. **The HOA will submit the required documentation to the City of Rancho Palos Verdes in order to receive City grant funds totaling 50% of each security camera leased, or no more than \$1,000: including application, certified HOA Board meeting minutes approving the program, and invoice of purchase.**

In no event will the City of Rancho Palos Verdes be liable for any loss of data, property loss, damage, bodily injury, cost of recovery, or other special, incidental, consequential, indirect, punitive, exemplary or reliance damages arising from or in relation to this Agreement, however caused and regardless of theory of liability.

Date: \_\_\_\_\_

Representative Print Name: \_\_\_\_\_

Representative Signature: \_\_\_\_\_



## City of Rancho Palos Verdes Homeowner's Association Security Camera Grant Program

### Application Checklist

*This checklist is intended to guide HOAs applying for approval of installation of the security camera system unit(s) at the designated HOA entrance(s). City Staff will assist throughout the process.*

#### 1. The following items are to be submitted by the HOA prior to connecting with Flock Safety:

- City of RPV HOA Security Camera System Grant Program Application
- HOA Board of Directors minutes, or some other proof of documentation, to demonstrate that the HOA has discussed and agree to participate in this program

*Upon approval of the application, the City will connect HOA with Flock Safety's Rancho Palos Verdes' Representative, Paul.*

#### 2. After discussion with Flock Safety, the HOA must submit the following items:

- Invoice of the purchase of the Flock Safety camera lease. *City must receive invoice within 10 business days*
- The following questionnaire by email to McKenzie Bright, Administrative Analyst at [mbright@rpvca.gov](mailto:mbright@rpvca.gov):
  - Camera Power (*Indicate which camera type*):      Solar      Electric
  - Public Right of Way:      Yes      No
    - Proposed Camera Location(s) (Cross Streets):  
\_\_\_\_\_  
\_\_\_\_\_
  - Private Property:      Yes      No
    - If Yes, Street Address of Homeowner:  
\_\_\_\_\_
  - Pole Type (*Indicate type*):      6 Ft      12 Ft

#### 3. After discussion with HOA, Flock Safety (the installer) must submit the following items:

- Encroachment Permit Application, and/or,
- Minor Site Plan Review/ Uniform Planning Application (graphic illustration to include address/location of proposed installation location, aerial image of proposed installation location, electrical power source, electrical meter box address, property line(s), image and specs of pole of security camera system)

Upon approval of the Public Works Department, Flock Safety can schedule with the City Inspector and then begin installation work at the proposed location(s)

# City of Rancho Palos Verdes

## Flock Safety Camera Application Process & Timeline

### Step One:

HOA Connects with the City (Email City Staff)  
City Provides Application Packet  
HOA Submits Application for City Review

### Step Two:

City Reviews HOA Application  
Upon Approval, City Connects HOA with Flock Safety  
Community Consultant, Paul Park  
Paul Park Meets with HOA Board via Zoom

- Address questions, concerns, and additional information
- Map out camera location(s)

Flock Safety sends Purchase Agreement after this Meeting  
Once HOA signs the P.A., Flock Safety Invoices HOA

### Step Three:

HOA Purchases Approved Number of Camera(s)

- Purchase must be made within 5 business days
- Proof of purchase with Invoice copy must be submitted to City within 10 business days

Flock Safety Onboarding Department Confirms Approved Location(s) with HOA

- Final Location(s) contingent on City's Approval

Flock Safety Sends Documents for City Approval of Camera Location(s)

- Site Plan Review to City's Community Development Department, and/or,
- Encroachment Permit Application to City's Public Works Department

City Approves Location(s)

### Step Four:

Flock Safety Sends Technician to Survey Approved Location(s)

- Assess solar capabilities and cellular signals
- Occurs within 3 weeks

Flock Safety Notifies DIG Alert and Schedules with City Inspector

Flock Safety Sends Technician for Installation of Camera(s) and Pole(s)

- Within 4 weeks



**City of Rancho Palos Verdes  
Homeowner's Association Security Camera Grant Program  
2021 Expansion:  
Program Fact Sheet**

**Background**

The City of Rancho Palos Verdes seeks to provide its residents with opportunities to further enhance community safety by strengthening neighborhood vigilance and security. Continuing efforts to improve public safety by following the City's Public Safety Strategic Plan and implementing the City Council's Goals, the City has expanded its Homeowners Association (HOA) Security Camera Grant Program (Program) to allow HOAs to purchase Flock Safety cameras to monitor vehicles on neighborhood streets.

Security cameras are proven deterrents and effective tools in crime prevention and crime-solving efforts. Flock Safety's mission is to eliminate non-violent crime. This is possible with crime-fighting technology that provides coverage for the entire neighborhood. When a crime occurs, Flock Safety automated license plate reading cameras give law enforcement the actionable evidence needed to solve crime.

**Program Details**

For each neighborhood that chooses to participate with this program, the City will provide a 50% match for each Flock Safety camera, not to exceed \$1,000 per camera, for up to two cameras. The grant will cover the expense of half the first annual camera lease cost, at approved neighborhood entrance location(s). An HOA may choose to purchase more than one camera to place in different approved locations.

Additionally, the City will waive permit fees related to encroachments into the public right-of-way for the purposes of installing a Flock Safety camera and pole. Although the fees will be waived, appropriate documents and items must be submitted prior to the issuance of an encroachment permit. The checklist can be found on the City Website: [Encroachment Permit Checklist](#).

**Please be aware that the City has a special partnership with Flock Safety and that this grant program must be initiated with staff first. The City has a dedicated Flock Safety representative (Paul Park) specifically for this program.**

**Eligibility**

All formal Homeowners Association organizations (HOAs) within the City of Rancho Palos Verdes are eligible to apply for the grant program. Interested HOAs are required to follow the City's application process. **Due to the limited amount of funding available, participation will be on a first-come, first-served basis.**

The City has announced that applications will be accepted on a **rolling basis**. The City has provided a checklist of necessary documents on the [City website](#). Applications may close at any time as they will be accepted only until the budget limit has been reached.

### **Distinction of Responsibilities**

The HOA is the primary signatory of the leased cameras and holds responsibility to purchase the Flock Safety cameras. Any recordings or data provided through the Flock Safety Service belongs to the HOA and administrators of the Flock Safety network. Flock Safety remains the owner of the camera and its components. The City will provide one-time reimbursement to the HOA for 50% of the cost of the camera lease, not to exceed \$1,000, which applies only to the camera, and will provide administrative assistance.

The HOAs would be the primary network administrator for camera access and footage. As a part of this program, the HOAs agree to provide administrative access to the City Manager, Deputy City Manager, or City designee, and to the Lomita Sheriff's Station.

### **How to Apply**

The application form is available on the City Website (<https://rpvca.gov/flock>), and can also be received via email. In order to best support HOAs and streamline the process, Staff is readily available to answer any questions and provide assistance during the application process. To submit an application, please email [mbright@rpvca.gov](mailto:mbright@rpvca.gov).

For more details, please visit the [City website](#) to review the Flock Safety Camera Information Sheet. This can also be obtained by emailing McKenzie Bright, Administrative Analyst in the City Manager's Office, at [mbright@rpvca.gov](mailto:mbright@rpvca.gov) or calling (310) 544-5305.



**City of Rancho Palos Verdes  
Homeowners Association Security Camera Grant Program  
Expansion:  
Flock Safety Camera Information Sheet**

**Flock Safety Camera System**

There are 7 million property crimes that occur every year. Unfortunately, only 13% of those crimes get solved, because police need more evidence. Flock Safety's license plate reading cameras give law enforcement the lead they need to solve crime.

**Highlights**

1. **Install Anywhere:** Leverage solar or electricity for power, so cameras can go at entrances, exits, and throughout your neighborhood.
2. **Maintenance-Free:** Flock Safety installs, services, and continuously upgrades your cameras at no additional cost.
3. **Easy-to-Use:** Use a Google-like search 24/7 from your phone or computer to identify vehicles in seconds.
4. **Privacy First:** You own all the footage. Flock Safety will never share it and it deletes every 30 days to limit liability.



**Camera Information**

24-hour wireless Automated License Plate Reader (ALPR) camera that captures a vehicle's license plate, make, model, and color. Footage is taken day and night from up to 75 feet away and 75 mph.

Flock Safety Cameras capture high resolution images and operate on a cloud-based system so footage is automatically stored on the cloud, and accessible remotely. Footage can be accessed by credentialed administrators to download or share.

Cameras use either solar or electricity for power, with some added costs to the DC-power because of the requirements of a nearby power source and monthly electricity cost.

Neighborhoods can include their own vehicles in the system to not be read/captured.

**Footage Example:** Captures footage during the day and night.



### **Pricing & Subscription Details**

- **Falcon camera** for alerts to police + evidence (high traffic and entrances/exits)
- **Sparrow camera** for additional evidence and footage (low traffic and interior roads, not sold separately - must accompany the Falcon camera)

Pricing is all-inclusive, meaning the following items are included:

- Camera hardware and software
- Installation
- Maintenance
- Cloud Storage
- Cellular Service
- Software Updates
- Unlimited user licenses
- Integration to local police
- Customer Support

The Falcon camera is being offered to RPV HOAs at \$2,250 per year, plus a one-time installation fee of \$250.