



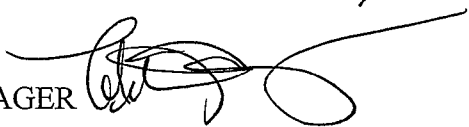
MEETING DATE: 3/7/05

ITEM NO. 4

COUNCIL AGENDA REPORT

DATE: February 28, 2005

TO: MAYOR AND TOWN COUNCIL

FROM: DEBRA J. FIGONE, TOWN MANAGER 

SUBJECT: ACCEPT GRANT FOR "TELEMINDER" COMMUNITY NOTIFICATION SYSTEM.

RECOMMENDATION:

1. Accept grant for "TeleMinder" community notification system.
2. Authorize budget adjustment to increase appropriations in the amount of \$30,000.00 in Operating Grants (Fund 270).

BACKGROUND:

In November 2004, the police department applied for a grant from Simtel, Inc. for a community notification system, marketed as "TeleMinder." The system has a value of \$30,000.00. The Town had previously researched this and similar systems for possible acquisition. In January 2005, the police department was notified that the grant was approved. Council action is required to accept the donation of the system from Simtel, Inc.

DISCUSSION:

Prior to the submission of the grant application, Town staff had conducted research into various community notification systems to enhance its ability to communicate with residents in emergency and non-emergency situations. The "TeleMinder" system was one of those researched and was considered a desirable system for purchase if funds were available. Concurrently, police department staff pursued the grant application and have been successful in obtaining this system at no cost to the Town.

A community notification system uses a computer and specialty computer software to automatically

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Chief of Police



Reviewed by: RS Assistant Town Manager OK Town Attorney _____ Clerk Administrator
W/ee Finance _____ Community Development

Revised: 3/3/05 8:32 am

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call targeted areas of the community via telephone and deliver routine or custom pre-recorded messages. This grant provides the police department, and the Town, with all of the necessary computer hardware and software to operate this system. The grant further provides necessary training and computer support for one year at no cost. The Town will pay approximately \$100 to load the system with published and non-published telephone information for telephone subscribers in Los Gatos and Monte Sereno. This information will be updated two to four times per year, each time at a cost of approximately \$100. A user has the ability to identify an area of Los Gatos or Monte Sereno, in which it wants to send out a pre-recorded message, using a computerized map. The system then automatically dials each of the phone numbers in the identified area, and delivers the information when the phone is answered, or leaves a message on a recorder. The system has the capability of multiple calls in a short period of time. Future enhancements from the company are expected to significantly increase the speed with which the system can place calls.

The Town expects to be able to use this system for routine and emergency notifications such as notifying neighborhoods or businesses of crime patterns, providing alerts for a missing child and attempting to locate witnesses to a crime in a given neighborhood, among many other uses. The system will be available to other Town departments as well. It could be utilized to notify neighborhoods of upcoming meetings or to inform residents of Town actions affecting their neighborhood. In emergency conditions, staff expects to use the system during major storms, earthquakes, or other natural disasters to inform and update residents and merchants of road closures, downed power lines, flooding, or other hazard related issues.

While all of the equipment, installation and support will be provided by the vendor at no cost for the first year, there are ongoing costs which were expected and which are consistent with all systems researched by the Town. Future year costs are approximately \$4,000 and cover ongoing maintenance and technical support and software upgrades. These costs are entirely optional as the system will continue to function as a stand alone system after the first year. However, staff intends to purchase this ongoing support in future years to ensure optimal performance of the system and to obtain all software upgrades. Additionally, subscriber information updates are estimated at \$400 per year.

Upon acceptance of the grant, the vendor will work with staff to install the system on-site, and provide the initial training of designated personnel. The equipment will be located in the police department and made available to other Town staff.

CONCLUSION:

Staff recommends acceptance of the "Teleminder" community notification system, and authorization for a budget adjustment to increase appropriations in the amount of \$30,000 in Operating Grants (Fund 270).

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ENVIRONMENTAL ASSESSMENT:

Is not a project defined under CEQA, and no further action is required.

FISCAL IMPACT:

Costs associated with this system and its implementation for the first year, March 2005 to March 2006, are included in the grant with the exception of approximately \$200 initial subscriber data costs and the first update. These additional costs will come from the police department's existing operating budget. For FY 2006/07, annual costs are estimated at approximately \$4,400 for ongoing system support and updating the telephone subscriber listings. Funds will be budgeted in program 4020, account 61503 beginning in FY 2006/07.

FY 2004/05 Budget Adjustment requested:

Revenue appropriation in 270-0009 - 48730 for \$30,000

Expenditure appropriation in 270-0009 - 77018 for \$30,000

Attachments:

None

Distribution:

General