

## ATTACHMENT A

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CITY OF OLATHE		Policy No.:	A-6
COUNCIL POLICY STATEMENT		Date Issued:	XX-XX-25
General Scope:	Administration	Effective Date:	XX-XX-25
Specific Subject:	Use of video security cameras and recording equipment in public areas	Cancellation Date:	None unless repealed
		Supersedes No.:	15-1050

Purpose:

To set forth general public policy objectives of the city as it relates to the use of video security cameras and recording equipment in public areas.

Statement of Policy:

The statement of policy is hereby incorporated with Resolution No. 25-1069.

### RESOLUTION NO. 25-1069

#### **A RESOLUTION SETTING FORTH GUIDELINES OF THE CITY COUNCIL RELATING TO VIDEO SECURITY CAMERAS AND RECORDING EQUIPMENT IN PUBLIC AREAS IN THE CITY OF OLATHE, KANSAS.**

**WHEREAS**, the City of Olathe ("City") owns and operates an integrated video/camera network composed of traffic intersection cameras and cameras in City facilities and on City property; and

**WHEREAS**, the monitoring and recording of such cameras can provide certain enhancements to the public health, safety and welfare, including, but not limited to, improved traffic flow on public streets, enhanced public safety and security during public events and when investigating crimes and vehicular crashes, and more effective emergency operations management during natural or man-made disasters.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF OLATHE, KANSAS:**

**SECTION ONE: Policy Statement.** The City of Olathe recognizes the value of utilizing technology as a law enforcement and public safety tool to enhance safety, security of City facilities and traffic-flow through the use of traffic monitoring cameras. This policy provides

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guidance in the legal, responsible and effective use of video security and traffic cameras and recording equipment in public areas for the purpose of safety, security and traffic flow. The existence of this policy does not imply or guarantee that cameras will be monitored in real time or recorded 24 hours per day, seven days per week.

- A. Compliance.** The City shall comply with all local, federal and state laws applicable to the use of video cameras in public spaces. Camera use will always be conducted professionally and ethically within accepted legal parameters. Images may be collected that allow an individual to be identified.
- B. Privacy.** Cameras shall be focused on public areas, City streets and City-owned property, and the images shall not be used or disseminated improperly. This includes cameras installed to keep City facilities and properties operating safely and securely.

The Olathe Police Department is responsible for developing and providing user training, maintaining operational procedures and implementing related safeguards to ensure that the technology is not abused. The Police Department is responsible for following new developments in relevant laws and security industry practices to ensure that video monitoring and/or recording in the City is consistent with high standards and legal protections.

- C. Olathe Police Department.** The Chief of the Olathe Police Department is responsible for authorizing all video monitoring for safety and security purposes in the City. The Police Department is responsible for reviewing request(s) for access and archive video. In cooperation with the Chief of Police, the Infrastructure Director or Designee will review requests for, installation and/or placement of security cameras.

Depending on the circumstances surrounding the request, the Chief of Police may confer with department directors, Human Resources, or the Legal Department before authorizing access or installation. The Police Department, in cooperation with the Infrastructure Department, will assist in aiming and focusing the cameras during the installation phase. The Police Department will view and manage data from the cameras. All employees authorized to use video and access video feeds must attend periodic training in the effective, legal and ethical use of monitoring equipment and provide written acknowledgement that they understand the information provided. An annual evaluation of authorized users will be conducted. Authorization to use or access video feeds and recordings may be revoked at the discretion of the City Manager.

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**D. Use of Information.** Information obtained through video monitoring or recording will be used primarily to address safety and security issues, but may be used for any official City purpose, including investigating allegations of employee misconduct. Information obtained through monitoring or recording will only be released and used in accordance with City policy, Police Department policy or as required by law. The City of Olathe retains custody and control of all original video records. Video records will be stored securely and in accordance with applicable record retention guidelines. Video recordings from the traffic intersection cameras shall be retained no longer than seven (7) days and then will be automatically overwritten unless the video is retained as evidence or for official city use. Comments or questions regarding the use of video security cameras and recording equipment with the City should be addressed to the Chief of Police. Any breach of this policy or related practices by employees may result in corrective action up to and including termination of employment.

**E. Kansas Open Records Act.** The Police Department will adhere to the Kansas Open Records Act (KORA) regarding the release of video footage from public-facing traffic cameras. All requests for such footage will be evaluated in accordance with the law.

**F. Unauthorized Use.** City-owned security camera systems will not be utilized for real-time traffic monitoring with the intent of proactively enforcing traffic infractions.

**SECTION TWO:** Resolution No. 15-1050 is hereby repealed.

**SECTION THREE:** This Resolution shall take effect immediately.

**ADOPTED** by the Governing Body this \_\_\_\_ day of \_\_\_\_, 2025.

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Mayor

ATTEST:

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City Clerk

(SEAL)

APPROVED AS TO FORM:

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## ATTACHMENT A

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City Attorney

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