

**Annual Surveillance Report**  
**October 30, 2018 – August 31, 2019**  
**Santa Clara County Parks and Recreation**  
**Closed – Circuit Cameras**

1. DESCRIPTION OF HOW THE TECHNOLOGY WAS USED

During the period covered in this report the Santa Clara County Parks and Recreation Department (Parks) used closed-circuit camera systems only in compliance with the Board-approved Surveillance Use Policy at the following facilities:

- Hellyer County Park, Central Yard Facility (Hellyer)
- Martial Cottle Park, Office and Visitor Center (Martial Cottle)
- Los Gatos Creek Park, Kiosk and Restroom (Los Gatos Creek)
- Camp Stuart, Entry Points (Camp Stuart)

The surveillance cameras at the Hellyer are all located outside to prevent theft and vandalism of equipment, tools and supplies. These cameras have been in place for approximately four years.

The surveillance cameras at Martial Cottle are located inside and outside both buildings to prevent theft and vandalism. These cameras have been in place for approximately seven years.

The surveillance cameras at Los Gatos Creek are located outside the buildings to prevent theft and vandalism. These cameras were installed in June 2019.

The surveillance cameras at Camp Stuart located off of Bohlman Rd. in Saratoga, in areas not open to the public, are located outside entrances to the closed property to prevent trespassing. These cameras were installed in June 2019.

Regarding both the Los Gatos Creek and Camp Stuart cameras, the Parks Department inadvertently did not submit to the Board of Supervisors an Anticipated Impact Report, its Surveillance Use Policy, and approval requests to purchase five cameras totaling \$700. To ensure public disclosure and compliance with the Surveillance-Technology and Community-Safety Ordinance, the Parks Department will submit a legislative file and those documents to the Board of Supervisors for consideration and possible receipt, consideration, and approval/ratification before December 31, 2019.

2. DATA SHARING WITH OUTSIDE ENTITIES

As of August 31, 2019, no data has been shared with outside entities.

### 3. COMMUNITY COMPLAINTS OR CONCERNS

Parks has not received any community complaints or concerns regarding the use of closed-circuit cameras in the designated areas.

### 4. NON- PRIVILEGED AUDITS/POLICY VIOLATIONS

There were no non-privileged internal audits during the period covered by this annual report.

### 5. EFFECTIVENESS IN ACHIEVING IDENTIFIED PURPOSE

During this period, Parks did not experience any break-ins at the Hellyer Park, Central Yard Facility. In previous years, there were 2-3 fence cutting incidents and some equipment theft.

At Martial Cottle Park Office or Visitor Center, the facility did not experience any theft or vandalism. However, other portions of the property not covered by these cameras did have some theft and vandalism. Parks may expand camera use at this facility in the future.

At the Los Gatos Creek Park Kiosk and Restrooms there were several incidents of after-hours vandalism and burglary. After the installation of the cameras in June, the facility has not experienced any more burglaries or vandalism.

At the Camp Stuart property, we had several citizen complaints from neighbors during this period. Primarily, reports consisted of high school youth trespassing, “partying” and vandalizing the old buildings. Neighbors reported concerns related to potential fire danger. Parks increased patrols by Park Rangers and Sheriff’s Department Deputies and installed two cameras at two main access points. The number of complaints and activity has decreased dramatically.

### 6. PUBLIC RECORDS ACT REQUESTS

Parks has not received any Public Record requests regarding this equipment.

### 7. ANNUAL COSTS

The systems used in the report for Hellyer and Martial Cottle were purchased several years ago and Parks does not have a contract with any monitoring or data storage companies at this time; therefore, our annual costs are \$0.

The five cameras used at Los Gatos Creek and Camp Stuart were purchased during the period covered in this report for \$700.