

This is a public records request made pursuant to Arizona public records laws and the Freedom of Information Act (FOIA). Please provide copies of the below items in their original form. Please provide them as they are available instead of at one time. For any items not produced please identify the document being withheld and the reason for its withholding.

1. Any and all contracts/agreements (including Intergovernmental Agreements (IGAs) and Memorandums of Understanding(MOUs)) whether formal or informal between **[[CITY]]** and any other company for the installation and usage of license plate reader (LPR) and Pan Tilt Zoom (PTZ) cameras, software, server, and any other product outlined in such contract/agreement.
2. Any and all contracts/agreements whether formal or informal between **[[CITY]]** and any other entity, agency, law enforcement, company (whether private or public), or person pertaining to any LPR/PTZ product.
3. Any and all materials pertaining to **[[CITY'S]]** usage of LPR/PTZ products, including manuals, training materials, installation and repair orders, photographs, pricing sheets, red-lined or draft agreements, email communications, phone notes, hand-written notes, videos, and the like.
4. Copies of each and every photo and/or video captured by any of the LPR/PTZ cameras located within **[[CITY]]** and saved on **[[CITY'S]]** server in accordance with its data retention requirements with such company.
5. Any and all policies, guidelines, procedures, or protocols (draft or final) created (whether formal or informal), adopted, or used by **[[CITY]]** regarding the installation, operation, monitoring, data retention, data access, data sharing, or deletion of information from LPR/PTZ cameras or related products/services.
6. Records reflecting requests for access to any LPR/PTZ data by internal departments or external entities (including law enforcement, other agencies, private companies, or individuals), including logs of access, data-sharing agreements, audit logs, and requests fulfilled or denied.
7. Any legal opinions, risk assessments, privacy impact assessments, compliance reviews, memoranda, cost analyses, or correspondence regarding **[[CITY'S]]** use of LPR/PTZ products and services.
8. All purchase orders, invoices, billing records, budgets, bids, Requests for Proposals (RFPs), responses to RFPs, funding sources (including grants), and financial justifications related to the acquisition or maintenance of LPR/PTZ equipment.
9. Minutes, agendas, notes, or presentation materials from **[[CITY]]** meetings (including board meetings, committees, or working groups) where LPR/PTZ cameras, products, or services were discussed.

10. Any documents regarding LPR/PTZ system specifications, cybersecurity measures, data storage locations, interoperability with other systems, or breach notifications.
11. Records showing how long photos/videos/data are retained, policies on deletion, and actual deletion logs.
12. Business applications and licenses for any LPR/PTZ company.
13. All permits pertaining to the installation and/or maintenance of any and all products from any LPR/PTZ company within **[[CITY]]**.
14. A copy of the Outcomes Reports for any LPR/PTZ products for the timeframe of **[[DATE]]** through the date this request is fulfilled.
15. Information on all warrants and/or subpoenas issued by any Federal or State agency requesting access to data captured by any LPR/PTZ camera within the control of **[[CITY]]** from **[[DATE]]** through the date this request is fulfilled, including the number received and the number fulfilled, the entity presenting the warrant/subpoena, the subject matter of the warrant/subpoena, etc.
16. How many total plate reads were conducted within the last 30 days from the date this request is fulfilled?
17. All marketing materials provided by any LPR/PTZ company providing such services.
18. Audit reports (Organization Audits, Visual Search Audits, Convoy Search Audits, Multi-Geo Search Audits, Hot Lists/Audits, Live View access, Insights Dashboard, materials uploaded to evidence.com, etc.) for any LPR/PTZ system, including the identity of the person/entity/agency performing the audit, the dates of the audits, and the results thereof.
19. A list of vehicles/persons who are exempt from LPR and/or camera/video/drone detection within **[[CITY]]**, including all suppressed plates. Please also include copies of all opt out forms on file pertaining to same.
20. A list of all agencies, individuals, and entities whose data has been accessed by **[[CITY]]** from **[[DATE]]** through the date this request is fulfilled, including the dates **[[CITY]]** was provided access, the dates access was revoked (if applicable), and communications (including emails and their metadata, and letters) pertaining to requests for access.
21. Protocol required for an external agency to access **[[CITY'S]]** LPR/PTZ data.
22. Copies of any and all emails (including metadata) received from or on behalf of any LPR/PTZ company pertaining to such products from **[[DATE]]** through the date this request is being fulfilled.

23. Information on any data accessed by or on behalf of any LPR/PTZ company for any purpose from **[[DATE]]** through the date this request is fulfilled, including audit logs, requests for access, and the like.
24. The identity of all active and deactivated users, officers, and/or employees of **[[CITY]]** granted access to LPR/PTZ from **[[DATE]]** through the date this request is fulfilled, including their assigned role, the dates of activation and deactivation, and an Audit Log showing all searches made by each user.
25. Information on any meetings with any LPR/PTZ company, agent, contactor, etc. from **[[DATE]]** through the date this request is fulfilled.
26. Provide copies of all training materials available to and/or provided to any user pertaining to the operation, access, and/or any other use of LPR/PTZ products, including cameras, software, systems, etc. Include in your response the identity of all users of these systems, the dates of their training, and whether they are certified in any capacity pertaining to LPR/PTZ hardware and software usage.
27. Identify all types of data collected by **[[CITY'S]]** LPR/PTZ cameras.
28. Detailed protocol on data collected by LPR/PTZ cameras within **[[CITY]]** beginning when the data is captured to when and where it is stored to when and how it is deleted.
29. Retention requirements for data after it has been downloaded, including how it is maintained, how and where it is kept and stored, how long it is stored, etc.
30. Provide the requirements and procedure for adding and removing vehicles from a hot list.
31. Reports, printouts, screenshots, and the like documenting information contained within any LPR/PTZ company's software system regarding the Device Map, Device Networks, Device Health page, Device Management page, Reboot Device page, Analytics page, Insights Dashboard, Plate Reads, Searches, Hot List Hits, Camera Sharing, Camera Status, Recent Searches, Sharing, My Networks and Shared Networks, Alerts, etc.
32. The location of every LPR/PTZ camera installed and/or otherwise located within **[[CITY]]**.