

## **BETTENDORF POLICE DIRECTIVE**

EQP 11: City Surveillance Camera Policy  
Last Reviewed: December 2025 by 4099  
Pages: 2

### **PURPOSE AND SCOPE**

This policy provides guidance for the placement and monitoring of department public safety video surveillance, as well as the storage and release of the captured images. This policy only applies to fixed/ marked public safety video surveillance systems operated by the Department and/or City of Bettendorf. It does not apply to mobile audio/video systems, covert audio/video systems or any other image-capturing devices used by the Department.

### **POLICY**

The Bettendorf Police Department operates a public safety video surveillance system to complement its day-to-day operations, to effectively allocate and deploy personnel, and to enhance public safety and security in public areas. Cameras may be placed in strategic locations throughout the City to detect and deter crime, to help safeguard against potential threats to the public, to help manage emergency response situations, to assist in investigations and to assist City officials in providing services to the community. Video surveillance in public areas will be conducted in a legal and ethical manner while recognizing and protecting constitutional standards of privacy.

### **OPERATIONAL GUIDELINES**

Only department-approved video surveillance equipment shall be utilized. Members authorized to monitor video surveillance equipment should only monitor public areas and public activities where no reasonable expectation of privacy exists.

The cameras shall only record video images and not sound. Recorded images may be used for a variety of purposes, including criminal investigations and monitoring of activity around high value or high-threat areas. The public video surveillance system may be useful for the following purposes:

- a) To prevent, deter and identify criminal activity.
- b) To respond to critical incidents.
- c) To assist in identifying, apprehending and prosecuting offenders.
- d) To monitor motor vehicle traffic activity and document collisions and violations.

Public safety video surveillance systems will not intentionally be used to invade the privacy of individuals or observe areas where a reasonable expectation of privacy exists.

### **ACCESS**

All sworn officers will have access to review recordings from city-owned cameras. Officers may only access recordings for official reasons related to a documented call for service or active investigation. All other access must be approved by the on duty shift commander or supervisor.

### **STORAGE AND RETENTION OF MEDIA**

All downloaded media shall be stored in a secure area with access restricted to authorized persons. A recording needed as evidence shall be copied to a suitable medium and booked into evidence in accordance with established evidence procedures. All actions taken with respect to retention of media shall be appropriately documented in department reports. All downloaded and retained media shall be treated in the same manner as other evidence. If the officer wants any recording preserved or maintained it must be copied to another form of media. Recordings will not be preserved in the video recording system long term and will be over-written with new data/video as storage space is needed. The type of video surveillance technology employed and the manner in which recordings are used and stored may affect retention periods.

### **RELEASE OF VIDEO IMAGES**

All recorded video images gathered by the public safety video surveillance equipment are for the official use of the Bettendorf Police Department. Requests for recorded video images from the public or the media shall be processed in the same manner as requests for department public records. Requests for recorded images from other law enforcement agencies shall be referred to the evidence custodian for release in accordance with a specific and legitimate law enforcement purpose. Recorded video images that are the subject of a court order or subpoena shall be processed in accordance with the established department subpoena process.

### **INTEGRATION WITH OTHER TECHNOLOGY**

The Department may elect to integrate its public safety video surveillance system with other technology to enhance available information. The Chief of Police may authorize the Department to evaluate the availability and functionality of such technology. If such technologies are implemented this policy shall be reviewed to determine if additional safeguards or policy changes are needed.

APPROVED  
DOUGLAS SCOTT  
CHIEF OF POLICE