



Audit, Finance & Enterprise Committee Report

Date: March 4, 2019
To: Audit, Enterprise & Finance Committee
Through: Natalie Lewis, Deputy City Manager
From: Ruth Giese, Community Services Director
Subject: Proposed Changes to the Fee Schedule for the Police Department

Purpose and Recommendation

The purpose of this report is to recommend clarifications to the Police Department's fees and charges schedule to include the Animal Control Division.

Background & Discussion

Various fees charged for services related to researching and providing records requests, materials requests, and other miscellaneous fees are charged by the Police Department. The Animal Control Division receives similar records and materials requests. The proposed changes clarify that the existing Police Department fee schedule includes the Animal Control Department.

Alternatives

Take no action on clarifying that the Police Department Fee Schedule is also applicable to the Animal Control Division.

Fiscal Impact

There is no estimated fiscal impact to the fee recommendation.

Schedule of Fees & Charges

Exhibit A

Department: Police & City Prosecutor's Office & ANIMAL CONTROL DEPARTMENT

Description of Services	FY 18/19 Current Fee	FY 19/20 Proposed Fee	Unit	Estimated FY 19/20 Annual Impact
<i>PHOTO:</i>				
4 x 5 Color	\$2.50	\$2.50	Each	\$0.00
8 x 10 Black and White	\$5.00	\$5.00	Each	\$0.00
8 x 10 Color	\$5.00	\$5.00	Each	\$0.00
Polaroid	\$5.00	\$5.00	Each	\$0.00
Photograph, 5 x 7, (photo radar requests)	\$5.00	\$5.00	Each	\$0.00
Photo CD/DVD	\$10.00	\$10.00	Each	\$0.00
<i>COPY OF POLICE REPORT:</i>				
Police Report	\$5.00	\$5.00	First 50 pages	\$0.00
	\$0.20	\$0.20	Each addt'l page	\$0.00
Certified Copy of Police Report	\$10.00	\$10.00	Additional	\$0.00
<i>MISCELLANEOUS:</i>				
Miscellaneous paper documents other than police reports	\$0.20	\$0.20	Per page	\$0.00
Cassette Tape (if tape itself is released)	\$5.00	\$5.00		\$0.00
Cassette Tape (if tape transcribed)	\$17.00	\$17.00	Per hour charge	\$0.00
VCR Tape	\$25.00	\$25.00	tape plus addt'l hourly charge	\$0.00
CD/DVD Recordings (audio, video, body worn camera recordings)	\$10.00	\$10.00	each	\$0.00

Schedule of Fees and Charges

Exhibit A

Department: Police, ~~and~~ City Prosecutor's Office, AND ANIMAL CONTROL DIVISION

<i>SUBPOENAS:</i>	Determined by type and number of records released (refer to above).	Determined by type and number of records released (refer to above).		\$0.00
<i>MESA ADULT ARREST RECORD SEARCH (MAARS):</i>				
Includes certification, does not include fingerprints	\$10.00	\$10.00		\$0.00
<i>PAWN TRANSACTIONS FEES:</i>	\$3.00	\$3.00		\$0.00
<i>SECONDHAND TRANSACTION FEES:</i>	\$3.00	\$3.00		\$0.00

Total Estimated Financial Impact: \$0.00