



City Council Report

Date: April 15, 2019
To: City Council
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 schedule of fees and charges 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 Division.

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.

Coordinated With

The recommended fees and charges amendments were coordinated with the Office of Management and Budget.

Fees & Charges Schedule – Key

Heading Configuration

<u>Schedule of Fees & Charges</u>
Department
Contact Information
HEADING 1
HEADING 2
<i>Heading 3</i>
Description of Fee
Description of Fee 2

Font Indications

Font	Font Indications
Regular Font	Existing fee or language
Strikethrough	Fee or language will be deleted from the Fee Schedule
BOLD CAPS	Language is being added to Fee Schedule
Bold	New or increased Fee Amount

Schedule of Fees & Charges

Exhibit A

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

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, & City Prosecutor's Office, & 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