



# City Council Report

**Date:** March 22, 2018  
**To:** Audit, Finance & Enterprise Committee  
**Through:** John Pombier, Assistant City Manager  
**From:** John Bellati, City Prosecutor  
Chief Ramon Batista, Police Department  
**Subject:** Proposed Changes to the Fee Schedule for the Police Department

## **Purpose and Recommendation**

The purpose of this report is to recommend modifications to the Police Department's fees and charges schedule to include the City Prosecutor's Office beginning in fiscal year 2018-2019.

## **Background & Discussion**

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

## **Alternatives**

Take no action on including the City Prosecutor's Office into the Police Department's schedule of fees and charges.

## **Fiscal Impact**

There is no estimated fiscal impact to the fee recommendation.

**Fee Recommendation Schedule**

**Exhibit A**

**Department: Development Services Department**

<b>Description of Services</b>	<b>FY 17/18 Current Fee</b>	<b>FY 18/19 Proposed Fee</b>	<b>Unit</b>	<b>Estimated FY 18/19 Annual Impact</b>	<b>Notes</b>
<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 add'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 add'l hourly charge	\$0.00	
<b>CD/DVD RECORDINGS (AUDIO, VIDEO, BODY CAMERA RECORDINGS)</b>	\$10.00	\$10.00	each	\$0.00	<b>Specifying recording types of CD/DVDs</b>

**Schedule of Fees and Charges**

**Exhibit A**

**Police AND CITY PROSECUTOR'S OFFICE**

<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**