

CITY OF HOMER  
HOMER, ALASKA

RESOLUTION 92-10(A)

A RESOLUTION OF THE HOMER CITY COUNCIL SETTING ADMINISTRATIVE SERVICES FEE SCHEDULE FOR THE DEPARTMENT OF PUBLIC SAFETY, PURSUANT TO ORDINANCE 92-07(S)(A).

WHEREAS, Ordinance 92-07(S)(A) adds a new section 1.40.040 to the City Code establishing the authority of department directors to promulgate administrative fee schedules; and

WHEREAS, the following fee schedule is recommended and requested by the Homer Police Administrative Staff.

NOW, THEREFORE, BE IT RESOLVED that the Homer City Council adopts the following Administrative Services Fee Schedule for the Homer Department of Public Safety:

DOCUMENT COPYING FEES: (Includes 1st Class Postage)

10 or more copies	\$ 2.50
all copies over 10	\$ .25/page
Certification Fee [Civil R 44 (b)]	\$10.00/report

PHOTOGRAPH COPYING FEES: (Includes 1st Class Postage)

Actual processing lab fees plus Administrative Shipping/Handling Fees	\$10.00/order
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AUDIO CASSETTE TAPES: (Includes 1st Class Postage)

1 tape	\$25.00
2nd tape and subsequent tapes	\$15.00/tape

VIDEO CASSETTE TAPES:

Each tape (VHS format only)	\$30.00/tape
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FINGERPRINTING: (Non-Criminal)

Per Person, Per Fingerprinting (Includes Fingerprint Card, if needed)	\$10.00
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DRIVER LICENSE RECORDS:

Per person, per record	\$10.00
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SERVICE OF CIVIL PROCESS:

The department normally will not serve civil process as that service is provided by private process servers licensed by the State of Alaska, Department of Public Safety. However, in emergency situations or in cases where no process server is available (or has a conflict of interest), the department may serve civil process. Fees charged shall be in accordance with the current State of Alaska civil process fee schedule as specified in Alaska Administrative Rules of Court #9.

NOTARY PUBLIC FEE (Available 24 Hours/Day)

Each Document Notarized \$2.00

VEHICLE IMPOUND/STORAGE FEES:

When a motor vehicle, boat, vessel, aircraft or trailer is lawfully impounded and subsequently stored in a City of Homer impound area or lot or stored at the Homer Police Department. Fees shall be collected as follows prior to the release of the property from impound.

- a. Actual costs of impound/towing plus
- b. Storage fees of \$7.50 per day per vehicle said fees commencing on the day following the actual impound. Any part of a day shall be counted as one full day.

CERTIFICATION FEES: [Civil Rule 44 (b)]

Per Report/Case File/Cassette, Etc. \$10.00

COMPUTER DISCS: (Reports, Etc. 5 1/4" IBM AT Compatible Wordperfect)

Disc Fee (Includes 1st Class Postage) \$10.00/disc  
Data Fee (10c per 2000 bytes approx 1 page) \$ .10/2000 bytes

AIRPORT PICKUP/DELIVERY: (Writs/Documents)

Per Pickup/Delivery \$25.00

NOTE: Availability of this service is not guaranteed due to higher priority public safety responsibilities.

SHIPPING FEES:

Unless otherwise indicated in the foregoing fee schedule as being included, all current shipping fees such as U.S. Postal Service, Express Mail, DHL courier, Federal Express, airline fees, priority handling fees or any similar additional expenses of shipment shall be added to the service fee to be paid by the consignee as requested.

SALES TAXES:

The department shall collect the current Kenai Borough sales tax (at the City of Homer rate) for all sales and services to any person or firm other than exempt agencies or individuals for resale.

MODEM TRANSMISSION OF DOCUMENTS/REPORTS: (Not currently available,  
but may become available in the future)

Administrative/Setup Fees (Per transmission) \$10.00  
Plus Data Fees (per 2000 bytes) \$ .10  
(plus actual costs of telephone line fees unless sent  
collect or similar means)

FAX TRANSMISSION OF DOCUMENTS (Sender Pays)

Within Alaska	\$1.00/page
Continental U.S. 1st page	\$2.00/page
Continental Subsequent Pages	\$1.00/page
All Other Destinations 1st Page	\$5.00/page
All Other Destinations Subsequent pages	\$2.00/page

STAFF TIME DOCUMENT RESEARCH, ETC:

Minimum Fee (Per Order)	\$10.00
Hourly Rate	\$30.00

PASSED AND ADOPTED this 13th day of April, 1992 by the Homer  
City Council, Homer, Alaska.

CITY OF HOMER

  
HARRY E. GREGOIRE, MAYOR

ATTEST:

  
MARY L. SHANNON, CITY CLERK