



MEMORANDUM

TO: The Honorable Mayor and Town Council
FROM: Patrick Regan, Police Chief
DATE: September 21, 2026
RE: Police Department Fee Schedule Adjustments

☒ **Strategic Priority (2026-2028) Ensure Long-Term Financial Health and Sustainability** - Supports long-range financial health, forecasting, and sustainability to ensure efficient and resilient municipal services.

DISCUSSION / ANALYSIS: On August 17, 2026, Town Council approved Resolution No. 64-2026, adopting the revised Town of Monument Fee Schedule effective October 1, 2026. Following approval, staff conducted a final implementation review of fees associated with Police Department services.

During that review, MPD staff identified several fees related to criminal justice records and services that are subject to limitations or requirements under Colorado law. Staff also compared the proposed fees with those charged by neighboring and similarly situated law enforcement agencies to ensure the Town's fee structure remains reasonable, competitive, and aligned with regional administrative practices. The revised fees and service descriptions are shown in blue text in the attached Fee Schedule for ease of review.

STAFF RECOMMENDATION: Staff recommends approval of the revised Town of Monument Fee Schedule. If approved, the revised Fee Schedule will take effect on October 1, 2026, as originally scheduled.