

# County Council of Howard County, Maryland

2020 Legislative Session

Legislative Day No. 7

## Resolution No. 69-2020

Introduced by: The Chairperson at the request of the County Executive

A RESOLUTION approving schedules of fees and rates for functions regulated and administered by the Department of Police.

---

Introduced and read first time \_\_\_\_\_, 2020.

By order \_\_\_\_\_  
Diane Schwartz Jones, Administrator

Read for a second time at a public hearing on \_\_\_\_\_, 2020.

By order \_\_\_\_\_  
Diane Schwartz Jones, Administrator

This Resolution was read the third time and was Adopted\_\_\_, Adopted with amendments\_\_\_, Failed\_\_\_, Withdrawn\_\_\_, by the County Council on \_\_\_\_\_, 2020.

Certified By \_\_\_\_\_  
Diane Schwartz Jones, Administrator

Approved by the County Executive on \_\_\_\_\_, 2020

\_\_\_\_\_  
Calvin Ball, County Executive

NOTE: [[text in brackets]] indicates deletions from existing law; TEXT IN SMALL CAPITALS indicates additions to existing law; ~~Strike-out~~ indicates material deleted by amendment; Underlining indicates material added by amendment

1           **WHEREAS**, Section 4.304 of the Howard County Code provides that unclaimed  
2 property may be turned over to the finder upon the finder's payment of the cost of advertising;  
3 and

4  
5           **WHEREAS**, Section 4.310 of the Howard County Code authorizes the County Executive  
6 to dispose of forfeited motor vehicles to the owner of the vehicle under certain circumstances  
7 and authorizes the County Council to set, by resolution, a fee for towing, storage, and  
8 maintenance of lawfully seized vehicles; and

9  
10           **WHEREAS**, Section 17.713(d) of the Howard County Code requires the County Council  
11 to adopt fees for the failure to pay fines related to false alarms from residential and commercial  
12 alarm systems or the failure to register such systems; and

13  
14           **WHEREAS**, Section 17.301 of the Howard County Code requires the County Council to  
15 adopt a resolution setting fees for animal control services; and

16  
17           **WHEREAS**, Section 21.301(h) of the Howard County Code requires the County Council  
18 to annually adopt, by Resolution, maximum rates to be charged by a tow operator under the  
19 Accident Tow Program, and

20  
21           **WHEREAS**, Section 1-311 of the Public Safety Article of the Annotated Code of  
22 Maryland authorizes the counties of Maryland to impose charges of up to 75¢ per month to each  
23 telephone bill to pay for operation and maintenance of the county's 911 emergency telephone  
24 system; and

25  
26           **WHEREAS**, pursuant to Section 4-206 of the General Provisions Article of the  
27 Annotated Code of Maryland, the official custodian may charge a reasonable fee for the search,  
28 preparation and reproduction of public records and the Police Department charges reasonable  
29 fees for certain types of records provided to the public including, without limitation, 911 tape  
30 reproduction, photograph development, police report reproduction, and specific crime analysis  
31 reports that require statistical analysis and research; and

**WHEREAS**, Section 17.905 of the County Code provides that application fees and permit fees for special events and concerts shall be set by Resolution of the County Council and Council Resolution No. 74-2019 was the most recent adoption of such fees; and

**WHEREAS**, the County Executive has proposed the adoption of the attached fee schedules for functions of the Department of Police and the only changes for Fiscal Year 2021 are to remove information formats that are no longer provided to the public.

**NOW, THEREFORE, BE IT RESOLVED**, by the County Council of Howard County, Maryland this \_\_\_\_ day of \_\_\_\_\_, 2020 that it adopts the attached schedule of fees.

**AND BE IT FURTHER RESOLVED**, that the fee schedule shall be effective July 1, 2020 and shall continue in effect until changed or repealed by subsequent Resolution of the County Council.

**ADVERTISING FEE FOR UNCLAIMED PROPERTY**

*This fee is set pursuant to Section 4.304 of the Howard County Code that provides that unclaimed property may be turned over to the finder upon the finder's payment of the cost of advertising.*

Advertising fee for each item of claimed property \$70

---

**TOWING AND STORAGE CHARGES – VEHICLES SEIZED BY POLICE**

*This fee is set pursuant to Section 4.310 of the Howard County Code that authorizes the County Council to set, by resolution, a fee for towing, storage, and maintenance of lawfully seized vehicles.*

Towing, storage and maintenance of lawfully seized vehicles \$275

---

**FEE FOR FAILURE TO PAY FINE  
IMPOSED UNDER ALARM SYSTEM LAW**

*This fee is set pursuant to Section 17.713 of the Howard County Code, that requires the County Council to set fees for the failure to pay a fine imposed under the law that regulates alarm systems in the county.*

**Failure to pay fine.**

\$10.00 for each month or fraction of a month until the penalty is satisfied.

## ANIMAL CONTROL FEES

*These fees are set pursuant to Section 17.301 of the Howard County Code, which provides that the County Council shall approve a schedule of fees for animal control services.*

SERVICE	FEE
<b>Impoundment</b>	
First occurrence	\$25
Subsequent occurrences	\$75
<b>Daily Board</b>	
Small animal (1-20 lbs)	\$12
Medium animal (21-50 lbs)	\$15
Large animal (over 50 lbs)	\$18
Special care	\$18
Distemper Vaccination	\$9
Rabies Vaccination	\$10
Flea Treatment	\$10
<b>Trap Deposit</b>	
Small animal	\$40
Large animal	\$40
Small animal carrier	\$3
Euthanasia	\$15
Disposal of remains	\$25
Trapped wildlife	\$10
<b>Spay/Neuter Deposit</b>	
Male dog	\$110*
Female dog	\$125*
Male cat	\$60*
Female cat	\$80*
<b>Heartworm test</b>	\$7*
<b>Feline Leukemia/FIV test</b>	\$15*
<b>Fecal check</b>	\$30*
<b>Bath</b>	\$40*

\* Fee depends on vendor prices. For these services, the Animal Control Division may charge additional fees up to the cost of providing the service.

## MAXIMUM RATES FOR ACCIDENT TOWING

*These charges are set pursuant to Section 21.301(h) of the Howard County Code which requires the County Council to set the maximum rates that a tow operator may charge for towing under the Accident Tow Program*

Fees applicable to both Class I and Class II vehicle tows:

Towing a vehicle when the vehicle's keys are not available (per tow)	\$25.00
Taping of vehicle windows, to secure vehicle from additional interior damage during storage:	
Front or rear window, per window	\$10.00
Side window, per window	\$6.00
Extra people, when needed, and verified by the police officer at the scene (per tow, justification shall be placed on the tow receipt for review)	\$25.00
Inclement weather surcharge which shall only be charged during a declared snow emergency by the state and/or county (calculated based on towing fee but not additional fees authorized by this section)	25%
Administrative Fee	\$50.00
(A one-time administrative fee shall only be charged when vehicle's owner has not claimed, or arranged to claim their vehicle within three business days (business day is any day the company is regularly open for reclaiming vehicles).)	

Fees applicable to Class II vehicle tows:

(A Class II vehicle is a vehicle that weighs up to 10,000 pounds gross vehicle weight.)

Straight and/or roll-back towing of motorcycles and vehicles including trucks	\$125.00
Winching of vehicles (fee is per hour, to be calculated in ¼ hour increments)	\$120.00
Extra trucks, when needed, (per tow, justification shall be placed on the tow receipt for review)	\$75.00
Charge for towing each mile beyond 30 miles (fee per mile)	\$4.00
Storage per day, or part thereof, commencing at 12:01 a.m. on the first calendar day after being towed, including days that the tow company is closed	\$25.00

Release of vehicle during non-business hours (flat fee)	\$40.00
---	---------

Fees applicable to Class I vehicle tows:

(A Class I vehicle is a vehicle that weighs over 10,000 pounds gross vehicle weight.)

County Class I Vehicles

Straight Truck (per hour including recovery)	\$390.00
--	----------

Trailer (per hour including recovery)	\$360.00
---------------------------------------	----------

Tractor/trailer combination (per hour including recovery)	\$465.00
---	----------

Storage per day, or part thereof, per piece commencing at 12:01 a.m. on the first calendar day after being towed, including days that the tow company is closed	\$60.00
---	---------

Release of vehicle during non-business hours (flat fee)	\$40.00
---	---------

Charge for towing each mile beyond 30 miles (fee per mile)	\$4.60
--	--------

Extra trucks, when needed, (per tow, justification shall be placed on the tow receipt for review)	\$150.00
--	----------

Private Class I Vehicles

Straight Truck (per hour including recovery)	\$390.00
--	----------

Trailer (per hour including recovery)	\$360.00
---------------------------------------	----------

Tractor/trailer combination (per hour including recovery)	\$465.00
---	----------

Storage per day, or part thereof, per piece commencing at 12:01 a.m. on the first calendar day after being towed, including days that the tow company is closed	\$75.00
---	---------

Release of vehicle during non-business hours (flat fee)	\$40.00
---	---------

Charge for towing each mile beyond 30 miles (fee per mile)	\$4.60
--	--------

Extra trucks, when needed, (per tow, justification shall be placed on the tow receipt for review)	\$150.00
--	----------

**CHARGE ON TELEPHONE BILLS FOR SUPPORT OF 911 SYSTEM**

*This fee is set pursuant to Section 1-311 of the Public Safety Article of the Annotated Code of Maryland that authorizes the counties of Maryland to impose charges of up to 75¢ per month on each telephone bill to pay for operation and maintenance of the County's 911 emergency telephone system.*

Charge per month paid by subscribers to  
switched local exchange access service 75¢

Charge per month paid by subscribers to  
wireless telephone service, except for prepaid wireless 75¢

Per Section 1-311 of the Public Safety Article of the Annotated Code of Maryland, the County charge shall not apply to prepaid wireless telecommunications service. Section 1-313 of the Public Safety Article of the Annotated Code of Maryland establishes a prepaid wireless 9-1-1 fee of \$0.60 per transaction to be collected by the State.



**DOCUMENTS AND INFORMATION PROVIDED TO THE PUBLIC**

*These fees are set pursuant to Section 4-206 of the General Provisions Article of the Annotated Code of Maryland which provides that the official custodian may charge a reasonable fee for the search, preparation and reproduction of a public record.*

Price per page, for paper copies, except as provided otherwise below:	\$ .25 for black and white \$ .50 for color
911 tape reproduction	\$70.00 per call reproduced
Police Department Incident Report Reproduction	\$10.00 per copy
Specific crime analysis reports requiring statistical analysis and research	\$30 per hour

Photograph development:	<table border="1"> <thead> <tr> <th>Size</th> <th>Photograph</th> </tr> </thead> <tbody> <tr> <td>4x5</td> <td>\$2.00</td> </tr> <tr> <td>5x7</td> <td>\$4.00</td> </tr> <tr> <td>8x10</td> <td>\$8.00</td> </tr> <tr> <td>11x14</td> <td>\$10.00</td> </tr> <tr> <td>CD/DVD</td> <td>\$10.00</td> </tr> </tbody> </table>	Size	Photograph	4x5	\$2.00	5x7	\$4.00	8x10	\$8.00	11x14	\$10.00	CD/DVD	\$10.00
Size	Photograph												
4x5	\$2.00												
5x7	\$4.00												
8x10	\$8.00												
11x14	\$10.00												
CD/DVD	\$10.00												

[[VHS Reproduction Fee	\$25]]
[[Audio tape reproduction	\$10]]
CD or DVD	\$10 each
[[Flash drive	\$20 each]]
Retrieval of incident reports older than 2-years	\$19.80

**Search and Preparation of Public Records**

In addition to any reproduction fees, the Department may charge fees for the search and preparation of public records, provided that no fee may be charged for the first two hours of search and preparation, and provided that the fee charged may not exceed the Department’s actual cost of search and preparation.

**Electronic copies**

Unless otherwise provided by the Maryland Public Information Act:

1. Electronic copies shall be provided when the record is routinely kept by the Department in an electronic format unless the requestor specifies paper copies;
2. The Department may, but need not, convert paper records to electronic records; and
3. Where an electronic response, or portion thereof, is too large to send electronically, the Department shall convert the response, or portion thereof, to paper, cd, DVD, or flash drive, as the requestor specifies.

## FEES FOR SPECIAL EVENT AND CONCERT PERMITS

*This fee is set pursuant to Section 17.905 of the Howard County Code that allows the County to charge an application fee and permit fees.*

### I. Application Fees

- A. Non-refundable Application Fee for a Special Event: \$50.00
- B. Non-refundable Application Fee for a Concert: \$200.00

### II. Permit Fees

Permit Fee for Special Events<sup>1</sup> (Effective beginning January 1, 2019): Cost to the County to be computed as follows:

\$64.81 times the number of estimated hours of service for each employee of the County providing services to support the event, subject to the following:

When the event promoter is a Nonprofit Organization
Fee estimated to be \$1,500 or less - No Charge
Fee exceeds \$1,500 - Applicant shall pay 50% of the amount that exceeds \$1,500

  

When the event promoter is a For-Profit Organization
Applicant shall pay 100% of the Fee

---

<sup>1</sup> Note that parades and block parties are exempt from permit fees under Section 17.905 of the Code. The County may exempt an applicant from a permit or application fee, or both, if the County determines that such a waiver is in the best interest of the County.