



Newport Police Department  
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To: Mayor, Paul Monette and City Council Members  
Cc: City Manager, Laura Dolgin, City Clerk/Treasurer, James Johnson  
From: Chief Travis R. Bingham

Date: 2/7/2022

Re: Dispatching Rates and Fee Schedule

This memorandum is to formalize a rates and fee structure for the Newport City Police Department to offer dispatch services to area agencies. Data has been collected for over the past 4 years to formulate an accurate depiction of dispatch usage.

I have researched rates and fees from other dispatch centers and recommend a formula that will be fair, equitable, and simple based on connectivity and usage percentage.

Our fee structure is based on the dispatch budget and dispersing the cost to the agencies we dispatch for. If an agency has a rolling four-year average of 0-199 calls, we charge an administrative fee of \$2000. If an agency has 200 calls or more for their four-year average we charge an administrative fee of \$3000. We then take the remaining budget amount and charge based on the percentage of incident call volume and a four-year average. The four-year average is used to even out any years with significant jumps or dips in call volume.

Finally, because we have been preparing for this since the inception of the dispatch center in 2016, we are prepared to handle the influx of calls.

I respectfully recommend the city council to approve this proposal.

Respectfully Submitted,

Chief Travis R. Bingham: \_\_\_\_\_

Date: 2/8/2022

Approved: \_\_\_\_\_