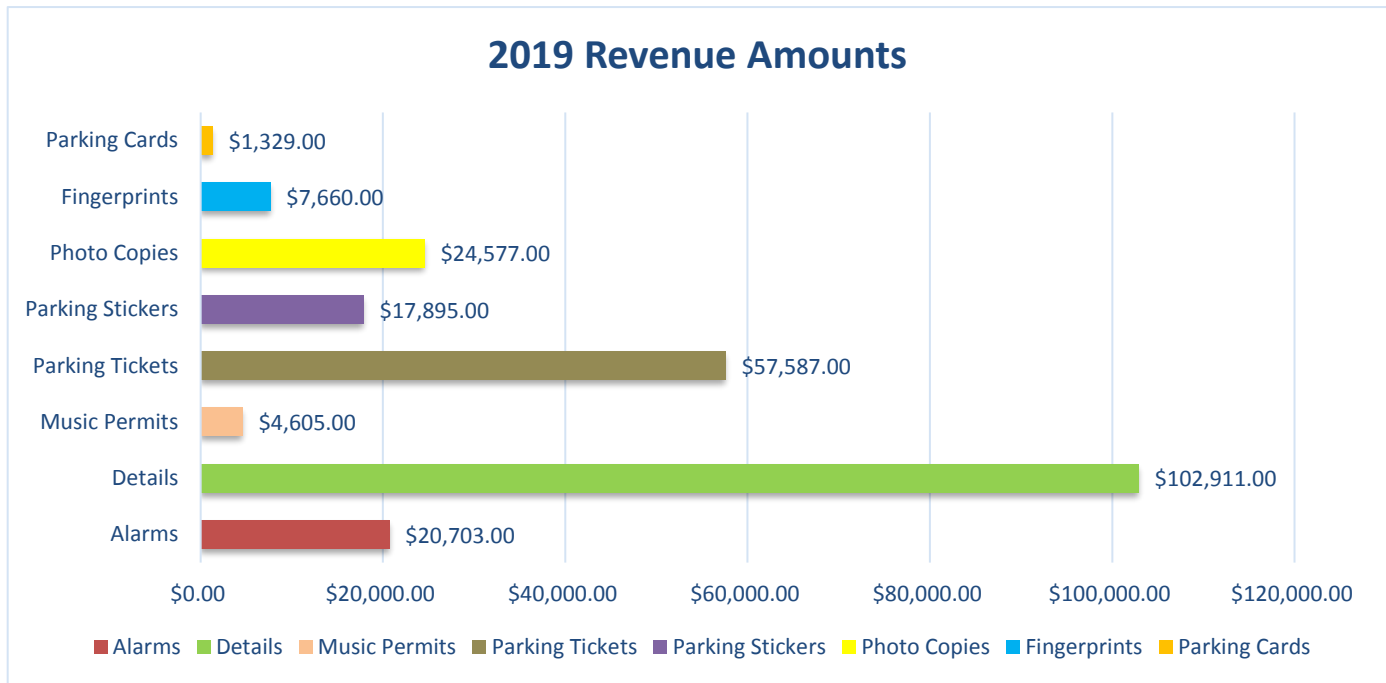


## The Records Unit

The Records Unit is a component of the Staff Services Division. It is staffed by civilian personnel who are committed to providing professional service to the public. It maintains all reports generated by the officers; which includes arrest reports, incident reports, crash reports, citations (traffic and non-traffic) and parking tickets. It also coordinates with the courts in scheduling hearings for the officers.

**In 2019, the Records Unit** provided copies and information from over 20,622 police events. The unit processed over six thousand eight hundred and sixty-seven (6867) parking tickets, one thousand three hundred and eighty-nine (1389) alarm activations, four hundred twenty-three (423) arrests, sixty-nine (69) DUI arrests, three thousand four hundred thirty-six (3436) citations and warnings, two hundred ninety-seven (297) reportable crashes and one thousand two hundred and fifty-four (1254) non-reportable crashes. The Records unit was responsible for processing \$237,267.00 in fees, permits and fines.



2019 Revenue 2019	
	January-December
<b>Alarms</b>	20,703.00
<b>Details</b>	102,911.00
<b>Music Permits</b>	4,605.00
<b>Parking Tickets</b>	57,587.00
<b>Parking Stickers</b>	17,895.00
<b>Photo Copies</b>	24,577.00
<b>Fingerprints</b>	7,660.00
<b>Parking Cards</b>	1,329.00
<b>Total</b>	237,267.00