



# DOUGLAS COUNTY SHERIFF'S OFFICE

David A. Weaver, Sheriff  
Tony G. Spurlock, Undersheriff

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March 20, 2008

Dear Alarm Installation Company and/or Monitoring Company:

The Douglas County Sheriff's Office is pleased to announce the adoption of Douglas County Ordinance 0-007-004, an Ordinance for the Regulation and Licensing of Alarm Systems in the unincorporated areas of Douglas County ("Ordinance"). The Ordinance went into effect March 8, 2008.

This Ordinance governs alarm systems intended to summon law enforcement response (Monitored Alarms). The Ordinance describes registration procedures, defines associated alarm fees, provides and establishes fees, provides penalties for false alarms, establishes a system of administration, and sets conditions for suspension of law enforcement response or revocation of registration. The purpose of this Ordinance is to decrease false alarms, better utilize available resources by maximizing manpower, and effectively communicate with all alarm users.

The Ordinance requires that all Monitoring Companies and Alarm Installation Companies adhere to the new Ordinance. Failure to do so will result in the refusal of a dispatch request from your company. One aspect of the Ordinance is to require an annual registration fee of \$40 per Alarm Site (please see attached form for government and senior exemptions) and a \$100 registration fee to every Alarm Installation Company and/ or Monitoring Company that conducts business in the unincorporated areas of Douglas County. Both fees are charged to the Alarm Installation Company and/or Monitoring Company, not the alarm site user. In addition, each Monitoring Company will be obligated to follow the Enhanced Call Verification (ECV) procedure as outlined in the Ordinance.

Each alarm site that has completed the required registration will be allowed two (2) complimentary responses from the Douglas County Sheriff's Office, before the property would be placed on a "no response" status. The Alarm Site can have its response status reinstated once the alarm owner has completed the required processes for reinstatement and a re-registration fee of \$100.00.



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This Ordinance states that every Alarm Installation Company and/or Monitoring Company must register their existing customers within 60 days of the effective date of the Ordinance. This process can be quite cumbersome and we recommend that your company identify all effected customers within the unincorporated areas of Douglas County. We are in the process of identifying a third-party billing company to manage all the registration and billing information on behalf of the Douglas County Sheriff's Office. Once this process is completed, we will notify you in writing and then expect all of your clients to be registered in an expeditious manner, to satisfy the Ordinance requirements. At this time it is recommended that your company becomes familiar with the newly approved Ordinance. It can be downloaded at:


<http://www.dcsheriff.net/documents/AlarmOrdinance01-23-08-AttorneyFinal.pdf>

The registration database will provide vital information. Your company will be required to provide the business or residential name, alarm site phone number, primary and secondary phone number, complete physical address, alarm type, alarm panel make and model #, complete correspondence address, and two emergency contact names and phone numbers for every alarm site. We recommend your company begin compiling this information now, so that we can provide you a timely and relatively flawless transition once the third-party billing company comes on board.

The Ordinance provides an equitable solution to a difficult problem: managing our law enforcement assets to allow us to provide superior law enforcement services.

We look forward to working with your company and we appreciate your patience in this extremely demanding time. If you have any questions please feel free to contact the Douglas County Community Resources Unit at 303-660-7544

Respectfully yours,

  
David A. Weaver  
Sheriff

## Government and Senior Exemption

### SECTION 3. REGISTRATION REQUIRED; APPLICATION FEE; TRANSFERABILITY; FALSE STATEMENTS

- (H) Government entities, including but not necessarily limited to the Douglas County Government, must obtain permits for all Alarm Systems on property under their control within the boundaries of unincorporated Douglas County, but are exempt from the payment of permit and renewal fees. Government entities are subject to all other applicable section requirements.

### SECTION 6. DUTIES AND AUTHORITY OF THE ALARM ADMINISTRATOR

- (H) **Within ninety (90) days of the adoption of this ordinance the Alarm Administrator shall create a procedure to exempt eligible seniors from this ordinance.**

All seniors, including but not limited to those over the age of 65, must obtain permits for all Monitored Alarm Systems on property under their control within the boundaries of unincorporated Douglas County, however seniors meeting the below criteria will be exempt from portions of the registration fee.

An exemption for the reduction of the registration fee to the Alarm Ordinance is available to qualifying senior citizens for residential properties and can apply for the exemption on only one property. The three basic requirements are: 1) the qualifying senior must be at least 65 years old on January 1 of the year which he or she qualifies; 2) the qualifying senior must be the owner of the residence or reside at that location as the principle tenant; and 3) the qualifying senior must occupy the residence as his or her primary residence.

For those that qualify, the exemption reduces the registration fee to the actual cost of the registration to the Alarm Administrator.

The qualifying senior will be eligible to pay the reduced registration fee for the first 2 alarms. If the Alarm Site has two alarms within a one year calendar period (permit period) the Alarm Site will be placed on suspension. The senior will be required to adhere to Section 11 "Reinstatement" of the Alarm Ordinance to be reinstated. The senior will qualify for one re-registration at the same reduced registration fee. Law Enforcement will respond to an additional two alarms if the alarm site has been reinstated before again placing the alarm site on suspension. The senior would again need to go through the ordinance requirements of Section 11 and will have to pay the \$100 reinstatement fee to be removed from suspension (this will apply to all future re-registrations for that calendar year)

Seniors are subject to all other applicable section requirements of the ordinance.