



City Council Report

Date: November 9, 2015
To: City Council
Through: John Pombier, Assistant City Manager
From: John Meza, Police Chief
Dan Butler, Commander
Subject: Proposed Police Department Fees and Charges for Fiscal Year 2015/16 (Citywide)

Strategic Initiatives



Purpose and Recommendation

The purpose of this report is to provide the City Council with a proposed revised Schedule of Fees and Charges associated with fees charged for the Police Department's Off-Duty Hiring Program.

Background

Through the Off-Duty Hiring Program, Police Department members contract work with an independent company, person, or not-for-profit entity. The members are considered to be an employee for a temporary employer. This work is over and above regular police duties and the member is compensated at an established billing rate included in the Police Department's Temporary Employment Agreement (Off-Duty Contract). Per the Agreement, the temporary employer makes payment to the member directly. If the work requires traffic control, a patrol vehicle is utilized.

The Off-Duty Hiring Program is coordinated by the Hiring Unit's Senior Program Assistant. The Senior Program Assistant is responsible for monitoring, coordinating, tracking and documenting all Off-Duty jobs, and retaining all records for the required three years.

Discussion

The Police Department has been charging a Use of Vehicle Fee at \$5 per hour (3 hour minimum) and is requesting the fee be continued and added to the Schedule of Fees and Charges.

The Schedule of Fees and Charges includes a reference to the rates for Off-Duty Services. Terms are based on the Temporary Employment Agreement; payment is made directly to the officer by the temporary employer.

The changes are summarized in the attached Schedule.

Alternatives

- Take No Action
- Implement a Lower Use of Vehicle Fee

Fiscal Impact

During calendar year 2014, 28,539 Off-Duty hours were worked by Police Department members. Also during 2014, patrol vehicles were used for 6,628.4 hours. Based on these hours, the estimated Fiscal Year 2015/2016 impact will be:

Use of Vehicle Fee: \$33,142 (\$5 x 6,628.4 hours)

The Department does not anticipate a significant change in the fiscal impact of the Use of Vehicle Fee from Fiscal Year 2014/2015.

SCHEDULE OF FEES AND CHARGES

Department: Police
Proposed Changes to Fees and Charges

Document of Change: Resolution

Description of Services:	Current Fee/Charge	Unit	Proposed Fee Charge	Date Last Revised	FY 15/16 Fiscal Impact	Notes
USE OF VEHICLE FEE (INCLUDED WITH TRAFFIC CONTROL SERVICES)		HOUR	\$ 5.00 (3 HOUR MINIMUM)		\$ 33,142	\$5 x 6,628.4 hours (Fiscal impact represents revenue received during 2014)
OFF-DUTY SERVICES			TERMS BASED ON CURRENT POLICE DEPARTMENT TEMPORARY EMPLOYMENT AGREEMENT. PAYMENT MADE DIRECTLY TO OFF-DUTY OFFICER.			
					\$33,142	Total