



PLACER COUNTY
SHERIFF
CORONER-MARSHAL



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EDWARD N. BONNER
SHERIFF-CORONER-MARSHAL

DEVON BELL
UNDERSHERIFF

To: The Honorable Board of Supervisors
From: Edward N. Bonner, Sheriff-Coroner-Marshal
Date: June 2, 2015 *Edward N. Bonner*
Subject: Sheriff's Office Jail Booking, Jail Access and Incarceration Fee Public Hearing and Ordinance Amendment

Action Requested

Conduct a Public Hearing to Adopt an Ordinance to amend the Sheriff's Office Jail Access Fees charged to cities, Incarceration Fees for the Main Jail and Minimum Security, and Booking Fees charged to defendants at sentencing based on an annual study of costs and fees.

Background

The Sheriff's Office conducts an annual study of Booking, Jail Access and Incarceration Fees based on actual costs for the previous year. The executive summary is attached and the full study is on file with the Clerk of the Board.

Persons booked into the County Jail may be assessed a Booking Fee for actual costs incurred in conjunction with their arrest and booking pursuant to government Code Section 29550.2.

Based on results of the study, Jail Access Fees charged to cities will be increased to \$459, up from \$437 in FY 2014-15. Pursuant to AB 1805 and Government Code Sections 29550 to 29552, these fees will only be charged if bookings for misdemeanors and municipal code violations (except for DUI and domestic violence) exceed the cities' prior three-year average.

The annual study supports FY 2015-16 Incarceration Fees for the Main Jail and Minimum Security in the amounts of \$105 and \$143 respectively, versus \$113 and \$128 in FY 2014-15.

Subject to review and comments and based on the findings of the study, we recommend your Board approve the fee adjustments as submitted.

Fiscal Impact

Booking Fee reimbursements to the County from the State for FY 2015-16 are estimated at \$464,844. The Incarceration Fee adjustment revenues are anticipated to be minimal as these fees are imposed at the discretion of each Court, and are based on the ability of a defendant to pay. This revenue has been included in the Sheriff's Office's FY 2015-16 Proposed Budget. There is no additional impact to the General Fund.

Before the Board of Supervisors
County of Placer, State of California

In the matter of:

Ord. No:

**AN ORDINANCE AMENDING CHAPTER 2,
ARTICLES 2.116 AND 2.124 OF THE
PLACER COUNTY CODE, ADJUSTING
SHERIFF'S OFFICE FEES**

The following Ordinance was duly passed by the Board of Supervisors of the County of Placer at a regular meeting held June 2, 2015 by the following vote on roll call:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

Chair, Board of Supervisors

Attest:

Clerk of said Board

The Board of Supervisors of the County of Placer hereby ordains as follows:

Section 1. That Chapter 2, Article 2.116, Section 2.116.080 and 2.116.085 are hereby amended as follows:

2.116.80 Fees for Jail Booking.

The following amounts will be charged as jail booking fees based on the number of bookings and in the total amounts specified below pursuant to AB 1805 and Government Code Sections 29550 to 29552. Rates charged pursuant to this section will only be charged if funding is not provided to the county from the state. The booking fee charged to the cities will be limited to the amount sufficient to offset the funding shortfall provided by the State based on the rate as of June 2006 of one hundred seventeen

dollars and fifty cents (\$117.50) plus the current California Consumer Price Index (CPI) plus one percent to be compounded annually.

City	Booking Fee	
Roseville	\$146.00	\$150.00
Loomis	\$146.00	\$150.00
Lincoln	\$146.00	\$150.00
Rocklin	\$146.00	\$150.00
Auburn	\$146.00	\$150.00
Colfax	\$146.00	\$150.00

Persons booked into the county jail may be assessed an administrative fee by the county for actual costs incurred in conjunction with the arresting and booking pursuant to Government Code Section 29550.2. The fees for jail booking for Placer County arrestees will be ~~four hundred thirty seven dollars (\$437.00)~~ **four hundred fifty nine dollars (\$459.00)**.

2.116.085 Fees for Jail Access

The following amounts will be charged as jail access fees based on the number of bookings and in the total amounts specified below pursuant to AB 1805 and Government Code Sections 29550 to 29552. Rates charged pursuant to this section will only be charged if bookings for misdemeanors and municipal code violations (except for DUI and domestic violence) exceed the three-year average of the previous three years. The jail access fee will be charged at one hundred (100) percent of the cost of booking inmates into the county jail. Funding the jail access fee will be recalculated and adjusted each fiscal year based on the actual costs of booking a person into the Placer County jail.

City	Jail Access Fee	
Roseville	\$437.00	<u>\$459.00</u>
Loomis	\$437.00	<u>\$459.00</u>
Lincoln	\$437.00	<u>\$459.00</u>
Rocklin	\$437.00	<u>\$459.00</u>
Auburn	\$437.00	<u>\$459.00</u>
Colfax	\$437.00	<u>\$459.00</u>

Section 2. That Chapter 2, Article 2.124, Section 2.124.050 is hereby amended as follows:

2.124.050 Sheriff / Coroner / Marshal Fees.

1. Alarm Activation:	
a. Second activation	\$ 25.00
b. Third activation	50.00
c. Subsequent activation in 60-day period	100.00
2. Background check fee	25.00
3. Card dealers license ²	55.00

4. Card dealers license—Renewal	25.00
5. Concealed Weapon License—New: ²	
a. Process fee, fingerprints, interview, and background check	120.00
b. Gun range (admin fee and materials) (also see Section 2.112.050 of this code)	75.00
A three dollar (\$3.00) process fee for the county is set by the state.	
6. Concealed Weapon License—Renewal ²	
a. Process fee, finger prints	45.00
b. Gun safety class (every 5th year) (also see Section 2.112.050 of this code)	
One hundred dollars (\$100.00) for new permits and twenty-five dollars (\$25.00) for renewal permits process fee for the county is set by the state. The additional twenty dollars (\$20.00) is for the rolling fee for fingerprints. Licensee must attend a gun safety class every 5 years.	
7. Copies of General Reports:	
a. Flat rate (based on average) (also see Section 2.116.050 of this code)	10.00
8. Copies from microfilm—general reports (also see Section 2.116.030 of this code)	20.00 flat fee
9. Copies of coroner reports* (also see Section 2.116.030 of this code)	35.00 flat fee
* 1st copy free to the family.	
10. Copies from microfilm coroner reports (also see Section 2.116.030 of this code)	55.00 flat fee
11. Coroner fee	Varies
Actual costs of autopsies performed on out of county residents billed back to county of residence.	
12. Emergency response restitution	Varies
Actual emergency response costs related to a DUI or negligent operation of a vehicle, boat, or airplane incurred by county departments are billed back to the responsible party. The fee must not exceed one thousand dollars (\$1,000.00) per incident.	
13. a. Explosive permit inspections (also see Section 9.32.010 of this code)	\$164.00
b. Various on-site permit inspections as required The sheriff inspects home occupation gun sales or repairs premises only. The state inspects the commercial operations.	164.00
c. Explosive permits—New	70.00
d. Explosive permits—Renewal	50.00
14. Fingerprinting services (also see Section 2.116.020 of this code) Prints for personal use are free (i.e., children and elderly). Fee charged when done for employment or licensing purposes.	20.00 flat fee
15. Firearms Dealers License Fee:	
a. License, background	50.00
b. Annual inspection fee (home occupation)	164.00

The sheriff inspects home occupation gun sales or repair premises only. The state inspects the commercial operations.	
16. Impound Vehicle Release Fee—Sheriff (Victims are not charged.)	75.00
17. Impound Vehicle Release Fee—Tow Company:	
a. Administrative service fee	75.00
b. Hearing fee, included in administrative service fee. (also see Section 10.12.150 of this code)	
For vehicles held by tow companies as a result of Vehicle Code Section 14607 (30-day hold for driving on a suspended or revoked license. A hearing can be requested to obtain early release.)	
18. Incarceration Fee ¹	
\$113.00 \$105.00 p/day main jail	
\$128.00 \$143.00 p/day minimum security The cost of incarceration in the county main jail and minimum security as ordered by the court to be charged to the offender based on the ability to pay. (see Section 2.96.060 of this code)	
19. Inmate Medical Fee: ¹	
a. Health service request	\$ 3.00
b. Over-the-counter medications Inmates co-pay for each initiated health service request or over-the-counter medication. No one is ever denied treatment due to lack of ability to pay.	.50 each request
20. Law Enforcement Services	Varies
Other local law enforcement agencies requesting specialized services from the sheriff's department will be charged for the actual cost of the services provided. Services include, but are not limited to, assistance with crime scene and homicide investigations, and assistance with public events.	
21. a. Massage therapist license approval ¹ sign-off for business license (also see Section 2.116.020 of this code)	70.00
b. On-site inspection services if required	120.00
22. One-Day Liquor License Processing (New) Fee	15.00
23. Delete as per PC 290(a)(1)(F)	
24. Secondhand Dealers and Pawnbrokers License, New ² (see Sections 5.28.060 and 5.28.070)	70.00
25. Secondhand Dealers and Pawnbrokers License, Renewal ² (see Sections 5.28.060 and 5.28.070)	35.00 every 2 yrs
26. Sheriff Booking Fee ¹	437.00 459.00 per booking
This fee is charged by the sheriff to the offenders as ordered by the court, based on ability to pay if booked directly into jail by the sheriff's department. (see Section 2.116.080)	

Agency charges for booking fees may be reduced by the sheriff for agencies that provide pre-booking services into the corrections management system. The reduced rate will be calculated and applied based on time savings realized.	
27. a. Shipping of property to convicted or released persons (Victims are not charged.)	20.00 per package or actual cost
b. Intake, storage release of firearms (as per Family Code 6389(a) and PC 12021(c)(1))	
Storage	\$ 5.00 per month
Intake	20.00
Release	30.00
28. Tree Transportation Tags:	
a. Per application	10.00
b. Per tag	1.00
No charge if 50% or more of receipts are appropriated for nonprofit benevolent purposes. Applies if transporting over 5 trees or pounds of shrubs or boughs. (see Section 2.112.040)	
29. Visa Letters	20.00
Letters of good conduct for out-of-country travelers to give foreign consulates.	
30. Weekend Sentences Fee ¹	128.00 143.00 per day
Cost of incarceration in the minimum security barracks as ordered by the court to be charged to the offender based on the ability to pay. (see Sections 2.96.040 and 2.96.050)	
31. Coroner's Custody Fee ³ (includes \$150.00 transportation fees plus \$10.00 for materials)	160.00 or up to maximum as allowed per PC based on actual costs

- 1 Calculated annually. This fee is subject to the ability to pay; the fee charged shall not exceed the maximum amount stated.
- 2 This service also requires that an established estate and/or federal fee be collected by the county and forwarded to the state and/or federal government. The state and federal fees are not stated in the Placer County Code as they are established by the state and federal legislation.
- 3 This fee will not be charged for indigents, children under 14 years of age or death as a result of a criminal act of another unless the coroner has reasonable grounds to believe that the deceased was involved in any criminal activity which contributed to his or her death.

**PLACER COUNTY, CALIFORNIA
BOOKING FEE AND DAILY JAIL RATE
EXECUTIVE SUMMARY
FOR USE IN FISCAL YEAR 2015/16**

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Prepared by: Jolene Tollenaar/Senior Consultant**

MGT
OF AMERICA, INC.

BACKGROUND

In 1990 the State Legislature granted statutory authority to counties (CG 29550) to levy a charge against specific public entities to recover costs associated with booking persons into the county jail. This fee is intended to permit Placer County to recoup its costs associated with the booking and other processing of persons arrested by a peace officer from one of the other specified public entities and brought to the county jail for booking or detention.

In 2015 MGT was retained by Placer County to provide cost calculation services applicable for the Daily Jail Rate and Booking Fees. The actual cost for booking, detaining and housing an arrestee, including A-87 overhead costs are derived using standard cost accounting practices and procedures. The calculations shown in this report are based on:

- 1) Actual expenditures net of appropriate cost reimbursements,
- 2) the Countywide Cost Allocation Plan (A-87) approved by the State Controller’s Office, and
- 3) Custody staffing levels.

BOOKING FEE CALCULATION METHODOLOGY

Discussion with Sheriff’s Office staff provided the basis of the salary costs for the Booking, Maximum, and Minimum Security activities. All other expenditures for Custody in 13/14 were either directly applied to the appropriate activity or allocated between the three activities based on the ratio of salaries for each activity.

Indirect costs were derived from Sheriff ‘s Office administrative costs, including cost from the Countywide Cost Allocation Plan (A-87). The indirect costs were allocated first to all Sheriff’s Office functions based on the amount of support given to each function and then to the three custody activities; Booking, Maximum and Minimum Security, based on the ratio of salaries for each activity.

BOOKING FEES CURRENT FINDINGS AND PRIOR YEAR COMPARISONS

	FY 13/14	FY 12/13	Variance
A. Number of Bookings per Fiscal Year:	9932	9622	310
B. Total Booking Cost	\$4,559,035	\$4,200,380	\$358,655
Booking Fee (B/A):	\$459.02	\$436.54	\$22.48
C. Main Jail Total Population:	176,660	168,569	8,091
D. Main Jail Average Daily Population (ADP)	484	462	22
E. Total Maximum Security Cost	\$18,502,746	\$18,969,435	(\$466,689)
Max Sec. Housing per Inmate (E/C)	\$104.74	\$112.53	(\$7.81)
F. Minimum Security Total Population:	57,092	55,723	1,369
G. Minimum Security ADP:	156	153	3
H. Total Minimum Security Cost	\$8,150,687	\$7,108,783	\$1,041,904
I. Min. Security Housing Cost Per Inmate	\$142.76	\$127.57	\$15.19

BOOKING FEE DISCUSSION

Total booking costs increased in 13/14 from 12/13 chiefly due to an increase in staffing with the addition of 25% of the Floor Officer (25% of 1 DS II & 75% of 1 CO II) x (1 fixed posts x 5.2 FTE x 25% of their total time).

- In 12/13 the total amount of direct salaries and wages for booking was calculated to be \$1,165,096. In 13/14 the total amount was calculated to be \$1,314,009 for a total increase of \$148,913.
- In 12/13 the total amount of salaries and wages for minimum security was calculated to be \$1,468,601. In 13/14 the total amount of salaries and wages for minimum security was calculated to be \$1,696,191 for a total increase of \$227,590. The increase is due mainly to an increase in the average salary of the positions staffed by Deputy Sheriff II and Correctional Officer II classifications increasing from \$67,823 in 12/13 to \$70,768 in 13/14.
- In 13/14 the maximum security total cost decrease was a result of the increased costs in both booking and minimum security. As discussed above, booking had an increase in salaries and wages due to the staffing increase of a Floor Officer. Minimum security also had an increase in salaries and wages due to the increase in average salary of the positions staffed by the combination Deputy Sheriff II and Correctional Officer II classifications from \$67,823 in 12/13 to \$70,768 in 13/14. In order to balance the booking, minimum and maximum security costs with the total Main Jail Expenditures for 13/14, maximum security is allocated all dollars remaining after all costs for booking and minimum security are calculated. In 13/14 the increases in booking and minimum security costs reduced the dollars remaining to be allocated to maximum security.
- In 13/14 the maximum security Incarceration Rate per inmate was also reduced due to the increase in average daily main jail population from 462 daily in 12/13 to 484 in 13/14
- In 12/13 the Sheriff's Office performed 9,622 bookings, and in 13/14 the Sheriff's Office performed 9,932 bookings, which is a 3.22 % increase in the total number of bookings for 13/14.

DAILY JAIL RATE CALCULATION METHODOLOGY

All divisions which fall under the Sheriff's Office budget units were reviewed for allowable jail housing costs – All 13/14 fiscal year costs incurred for the housing of inmates and/or jail functions were defined as:

- Direct Costs -all costs directly attributable to the housing of inmates were grouped into three functions "Custody, Jail Transportation, and Inmate Programs"
- Indirect Costs - Any Sheriff's Office administrative costs, including cost from the Countywide Cost Allocation Plan (A-87), which were not captured in the three direct cost functions listed above were allocated to the Sheriff's Office functions they affect, based on the amount of support given to each function.

The sum of all costs defined in the 13/14 calculations when divided by the total number of inmate housing days in 13/14 provided the figures for an actual 13/14 Daily Rate per inmate. The methodology for obtaining the 15/16 projected Daily Rate is to take the change in costs and populations between 12/13 and 13/14 multiply by two and use that percentage as a rate of change in estimating increased costs and population in 15/16. The comparisons are provided below:

DAILY JAIL RATE FINDINGS AND PRIOR YEAR COMPARISONS

FY 13/14

The total housing costs for the Placer County Main Jail equals \$28,136,574

- the total jail population equals 233,722 and
- the actual DJR equals \$120.38

FY 15/16

The total projected housing costs for the Placer County Main Jail equals \$29,146,784

- the total estimated jail population equals 254,067 and
- the DJR equals \$114.72

DAILY JAIL RATE DISCUSSION

When completed, the above DJR calculations project a 3.59% cost increase between 13/14 and 15/16 for the housing of inmates and projected an 8.41% increase in the number of inmates to be housed during the same time period. The projected increase in expenditures is a result of the increased allowable costs from \$27,640,377 in 12/13 to \$28,136,574 in 13/14. The projected increase in ADP is a result of the increase in actual ADP from 12/13 of 615 to 640 in 13/14.

