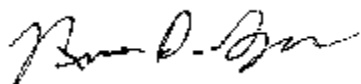


City of Calistoga Staff Report

TO: Honorable Mayor and City Council
FROM: Jonathan Mills – Chief of Police
DATE: January 17, 2012
SUBJECT: Criminal Justice Administration Fee Update Report

APPROVAL FOR FORWARDING:



Richard Spitler, City Manager

1 **ISSUE:** Provide a report on the Criminal Justice Administration Fee, established
2 by City Council Resolution on January 18, 2011.

3
4 **RECOMMENDATION:** Receive report.

5
6 **BACKGROUND/DISCUSSION:** Section 29550.3 of the California Government
7 Code authorizes cities to assess a criminal justice administration fee for the
8 booking and processing of arrested persons if they are later convicted of an
9 offense related to the arrest. The fee is based on the administrative costs
10 incurred in receiving and processing an arrestee in the city’s detention facility.
11 These administrative activities may include, without limitation, any one or more of
12 the following:

- 13
14 1. The searching, fingerprinting, photographing and medical and mental
15 screening of an arrestee;
16 2. Preparation, retrieval, updating, filing of documentation and court scheduling
17 related to receiving an arrestee;
18 3. Warrant service, processing and detention;
19 4. Inventory and storage of an arrestee’s property; and/or
20 5. Management and supervision of the detention function for any of the above-
21 referenced actions.

22

23 On January 18, 2011 City Council established a \$100 Criminal Justice Fee. The
24 Criminal Justice Administration Fee recovery demand is included in the filing with
25 the court. Upon conviction, the court orders the defendant to pay the fee,
26 collects the fee and distributes it to the City of Calistoga.

27 The Police Department has been imposing the Criminal Justice Fee since
28 February 2011. Since that time we have had 72 arrests in which the Criminal
29 Justice Fee applies. To date the Court has dispersed \$2,571.86 to the City.

30

31 **FISCAL IMPACT:** The Criminal Justice Administration Fee will help allow the
32 City of Calistoga to recover costs associated with booking and processing an
33 arrested and subsequently convicted person.