

1 [PAYMENT FOR SERVICES OF POLICE OFFICERS]

2 **Ordinance amending Chapter 10B Section 10B.2 of the San Francisco Administrative**  
3 **Code to reinstate administrative overhead fee.**

4 Note: Additions are *single-underline italics Times New Roman*;  
5 deletions are ~~*strikethrough italics Times New Roman*~~.  
6 Board amendment additions are double underlined.  
7 Board amendment deletions are ~~strikethrough normal~~.

8 Be it ordained by the People of the City and County of San Francisco:

9 Section 1. CHAPTER 10B of the San Francisco Administrative Code is hereby  
10 amended by amending Section 10B.2, to read as follows:

11 **SEC. 10B.2. PAYMENT FOR SERVICES.** (a) The person, corporation, firm or  
12 organization desiring such services shall pay to the police department such sums of money as  
13 may be necessary to pay for the additional services. The payment shall be computed based  
14 upon the rate paid or payable to those uniformed officers of the Police Department actually  
15 performing services at the time they are to perform such additional duties, and the cost of  
16 additional equipment and materials expended, *plus 15 percent thereof for administrative*  
17 *overhead.*

18 (b) The Police Department shall provide an estimate of the payment for such services to the  
19 person, corporation, firm or organization desiring the service within a reasonable time prior to  
20 the date service is to be rendered. The person, corporation, firm or organization shall deposit  
21 the amount of estimated funds with the Police Department prior to the time that the Police  
22 Department renders the requested service. The Police Department may waive the deposit  
23 requirement if services are requested for 30 days or more, or if Department reasonably  
24 believes that a waiver is justified.

25 (c) Within a reasonable time after the services are rendered, the Chief of Police shall  
determine the amount of payment due. If the deposit pursuant to Subsection (b) hereof is

1 insufficient to cover the cost of services, the Chief of Police shall notify the person,  
2 corporation, firm or organization that requested the services by United States mail to the  
3 address listed on the request for such services and that party shall have ten days to pay the  
4 balance. If the amount deposited exceeds the actual costs, the Chief of Police shall authorize  
5 a refund of the excess to the applicant at the address shown on the application.

6 (d) The Police Department shall deposit with the Treasurer such sums as received in a  
7 special account designated public facilities overtime account, except that the 15% overhead  
8 fee shall be deposited in the general fund as an unappropriated balance.

9 (e) The person, corporation, firm or organization receiving such services shall indemnify, hold  
10 harmless and defend said City and County of San Francisco, the San Francisco Police  
11 Department, and all the officers, agents and employees of either, from and against all liability,  
12 judgments or claims for personal or bodily injuries, false arrest and false imprisonment caused  
13 by or purportedly caused by such personnel in the rendering of such services.

14 (f) The Board of Supervisors may waive the administrative overhead fee upon a showing that payment  
15 of the administrative overhead fee would be a hardship. The Police Department may not waive the  
16 administrative overhead fee.

17 (g). The San Francisco Police Department shall provide to the Controller's Office a report that  
18 sets forth funds collected pursuant to this section, including the 15% administrative overhead  
19 fee. The Department shall provide the report on January 15 for the period July 1 through  
20 December 31 of the prior year, and on July 15 for the period January 1 through June 30.

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22 APPROVED AS TO FORM:  
23 LOUISE H. RENNE, City Attorney

24 By: \_\_\_\_\_  
25 Margaret W. Baumgartner  
Deputy City Attorney

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