

RESOLUTION R2025-214

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
MANTECA, STATE OF CALIFORNIA, UPDATING THE
MANTECA POLICE DEPARTMENT RECORDS SERVICE
FEES

WHEREAS, Manteca Police Department last updated the service fees in 2010;
and

WHEREAS, since the last update costs of providing public safety services has increased significantly due to rising personnel costs, regulatory compliance requirements, and increased demand. The Police Department's fees for service have not been adjusted to keep pace with these changes; and

WHEREAS, the proposed fee increases are based on the Police Department's task-based cost analysis, calculating the labor hours and salaries required for each service, a regional comparison with fee schedules from surrounding law enforcement agencies, and an internal review of staff workflows, time commitments, and administrative processes involved in each service provided; and

WHEREAS, the City Council has considered all information related to this matter, as presented at the public meetings of the City Council identified herein, including any supporting reports by City Staff, and any information provided during public meetings.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Manteca, as follows:

1. The City Council hereby finds that the facts set forth in the recitals to this Resolution are true and correct, and establish the factual basis for the City Council's adoption of this Resolution.
2. The City Council hereby finds that the fee increases reflect the reasonable cost of providing services.
3. The City Council hereby approves the Manteca Police Department's adoption of the updated fee schedule as shown in Exhibit A.
4. This Resolution shall take effect 30 days after City Council adoption.


I HEREBY CERTIFY that the foregoing Resolution was duly adopted by the City Council of the City of Manteca at a public meeting of said City Council held on the 18th day of November, 2025, by the following vote:

AYES: Breitenbucher, Halford, Lackey, Morowit, Singh

NOES: None

ABSENT: None

ABSTAIN: None

MAYOR: 
GARY SINGH
Mayor

ATTEST: 
CASSANDRA CANDINI-TILTON
City Clerk

Exhibits

Exhibit 'A' – Police Department Fee Schedule

Exhibit "A"

IV. POLICE DEPARTMENT FEE SCHEDULE.

	Current Fee	DOJ	Additional fee
Accident report copies (first page)	\$ 8.75		
(each additional page)	\$ 0.10		
Arrest clearance letter	\$ 20.00		
Card dealer permit	\$ 45.00	\$ 32.00	
Card dealer permit (renewal)	\$ 45.00	N/A	
Crime report copies (first page)	\$ 8.75		
(each additional page)	\$ 0.10		
Citation sign-off—Other agency	\$ 20.00		
Citation copy	\$ 20.00		
Concealed weapons permit	\$ 265.00	\$ 93.00	
CCW, renewal	\$ 140.00	\$ 52.00	
Escort service permit	\$ 80.00		
Fingerprinting (Live Scan)	\$ 30.00	PENDING	
Food vending permit	\$ 100.00		
Firearm Intake Processing/Storage	\$ 87.50		2.00/day upon issuance of property receipt
Inspection			
Tow Yard	\$ 40.00		
Massage clinic permit	\$ 162.00	400(IF NO CERTIFICATION)	
Massage Renewal	\$ 100.00		
Merchant patrol permit	\$ 40.00		
MPD shoulder patches	\$ 10.00		
Photographs, per case	\$ 10.00		
Solicitor permit, all	\$ 80.00	\$ 32.00	
Subpoena duces tecum	\$ 15.00		
Taxi operators permit	\$ 60.00	32(if new)	
Tow truck driver permit	\$ 60.00	32(if new)	
Towed vehicle release (to include state impound fee of \$25.00)	\$ 225.00		
VIN verification	\$ 20.00		
Pawn broker/second hand dealer	\$ 80.00	\$ 300.00	
All other business permit clearances	\$ 40.00		
All other permit renewals	\$ 60.00		
Audiotapes (person may no longer provide own tape)	\$ 10.00		
Videotapes/DVD (person may no longer provide own tape/DVD)	\$ 10.00		