

POULSBO DISTRIBUTION SCHEDULE

RESOLUTION NO. 2007-19

SUBJECT: Amend Administrative Cost Schedule

CONFORM AS TO DATES & SIGNATURES

- (X) Filed with the City Clerk 8/29/2007
- (X) Passed by the City Council 9/19/2007
- (X) Signature of Mayor
- (X) Signature of City Clerk
- (X) Effective 9/19/2007

DISTRIBUTE CONFORMED COPIES AS FOLLOWS: (email all departments)

- (1) Ordinance or Resolution Book
- (1) City Attorney
- () Civil Service Commission and/or Sec/Chief Examiner
- (K) Clerk's Department: Original
- () City Council
- () Finance:
- () Fire District #18
- () Mayor
- () Municipal Court
- () MRSC- views on our web page
- () Parks/Recreation:
- () Planning/Building:
- () Police
- () Public Works:
- () PW/Engineering:
- () Bookshelf Contracts Copy
- () File #
- () Indexing
- (1) Admin Front Counter Fee Schedule Binder
- ()



City Clerk

10-1-2007
Date

RESOLUTION NO. 2007-19

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POULSBO, WASHINGTON, AMENDING THE COST SCHEDULE INVOLVED IN THE PROVISION OF PUBLIC RECORDS IN ORDER TO ADD THE COST FOR COMPACT DISKS (CD'S), TO REMOVE THE COST FOR PROVIDING VERBATIM TRANSCRIPTS AND TO UPDATE THE COST FOR A COPY OF THE CRITICAL AREAS PLAN

WHEREAS, Poulsbo Municipal Code Section 3.12.040(C) authorizes the City Clerk to establish a Cost Schedule for copying public records and to revise the schedule by Council resolution from time to time in order to reflect increases or decreases in costs of providing such copies; and

WHEREAS, the City Clerk has determined that additions in the Cost Schedule are necessary to reflect current practices; and

WHEREAS, the City Clerk has determined that certain changes should be made to the Cost Schedule to clarify cost for compact disks (CD's), to remove the cost for providing verbatim transcripts and to update the cost for a copy of the critical areas plan; and

WHEREAS, the City Clerk has determined that these revisions to the Cost Schedule will more accurately reflect the actual costs of providing records to the public; now therefore,

THE CITY COUNCIL OF THE CITY OF POULSBO, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

That the Cost Schedule for supplying copies of public record documents to the public adopted by Ordinance No. 92-28 on November 18, 1992 and revised by Resolution Nos. 96-03, 96-04, 98-01, 99-10, 99-12, 2003-04, 2003-12, 2003-15 and 2005-15 is hereby amended and replaced with the Cost Schedule dated September 20, 2007, attached as Exhibit A hereto and incorporated by this reference as if set forth in full.

Passed by the City Council of the City of Poulsbo, Washington this 19th day of September 2007.


MAYOR KATHRYN H. QUADE

ATTEST:

Karol Jones
CITY CLERK KAROL JONES

FILED WITH CITY CLERK: 08/29/2007
PASSED BY CITY COUNCIL: 9/19/2007
RESOLUTION NO. 2007-19

COST SCHEDULE
September 20, 2007

<u>ITEM:</u>	<u>CHARGE</u>
Accident Reports/Case Reports (Police Dept):	
First Page	\$5.00
Each additional page25
Annual Report	\$10.00
Background Checks (Police Dept).....	\$15.00
Budget.....	\$10.00
Duplication of Meeting Audio Recordings (type of duplication determined by type of meeting and date):	
Per Cassette Tape Duplication Charge	\$5.00
Additional Charge per tape if provided by City:	
Regular Tapes	\$1.00
Leaderless Tapes	\$2.00
Per CD Duplication Charge	\$5.00
Clearing & Grading Plan (purchased separately).....	\$2.00
Comprehensive Plan.....	\$25.00
Copies: 10 Copies (standard or legal).....	No Charge
11 Copies (standard or legal)	\$1.65
12 plus copies (Standard or Legal) (per page).....	.15
11" X 17" 5 Copies	No Charge
11" X 17" 6 or more copies—per page30
Color copies (standard or legal)(per page)30
Color copies (11x17) (per page).....	.50
Verbatim transcripts of tapes (per page)	Not Provided
Copy of audio recording provided at cost on fee schedule	
Critical Areas Plan (purchased separately)	\$10.00
Developer's Guide (City Standards)	\$10.00
City of Poulsbo EIS	\$10.00
Fingerprint Sets (Up to 2 sets).....	\$10.00

Each additional set	\$3.00
Service of Papers (Police Department)	\$27.00
Maps: (Per page charge)	\$2.00
Address Map	\$2.00
Base Map.....	\$2.00
Comprehensive Plan Map.....	\$2.00
Comprehensive Storm Drain Map (24 x 36).....	\$2.00
Miscellaneous Maps (24 x 36)	\$2.00
Plat Map	\$2.00
As-built, blueprints	\$2.00
Comprehensive Sewer (24 x 36).....	\$2.00
Comprehensive Water (24 x 36).....	\$2.00
Zoning Map (purchased separately).....	\$2.00
Zoning Comprehensive Plan Map (24 x 36) (color)	\$35.00
Zoning Comprehensive Plan Map (11 x 17) (color)	\$10.00
NSF Check Charge (or otherwise unacceptable).....	\$25.00
Park and Open Space Plan.....	\$5.00
Shoreline Master Plan.....	\$1.00
Sign Code.....	\$2.00
Subdivision Code (purchased separately).....	\$5.00
Zoning code	\$25.00

Includes the Clearing and Grading Plan, the Critical Areas Plan, the Subdivision Code and the Zoning Map at no extra cost.