

POULSBO DISTRIBUTION SCHEDULE

RESOLUTION NO. 2010-21

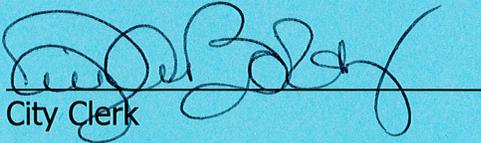
SUBJECT: Amending Cost Schedule

CONFORM AS TO DATES & SIGNATURES

- (X) Filed with the City Clerk: 10/14/2010
- (X) Passed by the City Council: 12/08/2010
- (X) Signature of Mayor
- (X) Signature of City Clerk
- (X) Publication: N/A
- (X) Effective: 12/08/2010

DISTRIBUTED COPIES AS FOLLOWS:

- NK Herald:
- Code Publishing - via email if in electronic format
- City Attorney
- Civil Service Commission and/or Sec/Chief Examiner
- Clerk's Department: Original
- City Council
- Finance: Finance Director Booher
- Fire District No. 18
- Mayor
- Municipal Court
- MRSC from website:
- Parks/Recreation: via e-mail
- Planning/Building:
- Police
- Public Works
- Posted to Library Drive and Website
- Boundary Review Board



City Clerk

February 5, 2011

Date

RESOLUTION NO. 2010-21

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 CLARIFY THE COST FOR COPIES, TO INCLUDE SCANNING TO AN ELECTRONIC FORMAT, TO REMOVE THE COST FOR PROVIDING VERBATIM TRANSCRIPTS AND TO UPDATE THE COSTS ASSOCIATED WITH NSF CHECKS.

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 certain changes should be made to the Cost Schedule to clarify cost for copies, to include scanning to an electronic format, and to remove the cost for providing verbatim transcripts; and

WHEREAS, Washington Administrative Code (WAC) 44-14-07003 provides that an agency can establish a scanning fee to scan records to an electronic format; 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 and the costs associated with Non-sufficient Fund checks; 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, 2005-15 and 2007-19 is hereby amended and replaced with the Cost Schedule dated December 8, 2010, attached as Exhibit A hereto and incorporated by this reference as if set forth in full.

RESOLVED this 8th day of December 2010.

APPROVED:



MAYOR, REBECCA ERICKSON

ATTEST/AUTHENTICATED:



CITY CLERK, JILL A. BOLTZ CMC

FILED WITH CITY CLERK: 10/14/20010
PASSED BY CITY COUNCIL: 12/08/2010
RESOLUTION NO. 2010-21

**COST SCHEDULE
December 8, 2010**

<u>ITEM:</u>	<u>CHARGE</u>
Accident Reports (Police Dept):	
First Page	\$ 9.00
Each additional page	\$ 0.25
Case Reports (Police Dept)	
First Page.....	\$ 5.00
Each additional page.....	\$ 0.25
Annual Report	\$50.00
Background Checks (Police Dept).....	\$15.00
Budget.....	\$50.00
Duplication of Meeting Audio Recordings	
Per CD Duplication Charge.....	\$ 5.00
Clearing & Grading Plan (purchased separately).....	\$ 2.00
Comprehensive Plan.....	\$25.00
Copies (including scanning to an electronic format):	
10 Copies (standard or legal)	No Charge
11 Copies (standard or legal)	\$ 1.65
12 plus copies (Standard or Legal) (per page).....	\$ 0.15
11" X 17" 5 Copies	No Charge
11" X 17" 6 or more copies—per page	\$ 0.30
Color copies (standard or legal)(per page)	\$ 0.30
Color copies (11x17) (per page).....	\$ 0.50
Color photos (Per page 8.5x11 Police Department)	\$ 1.00
Critical Areas Plan (purchased separately)	\$10.00
Developer's Guide (City Standards)	\$10.00
City of Poulsbo EIS	\$10.00
Fingerprint (Per Card)	\$10.00
Non-Resident (Per Card).....	\$15.00
Service of Papers (Police Department)	\$30.00
Maps - Black & white (Per page charge).....	\$ 2.00

Maps – Color (24 x 36).....	\$35.00
Maps – Color (11 x 17).....	\$10.00
NSF Check Charge (or otherwise unacceptable).....	\$40.00
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.