

RESOLUTION NO. 547

A RESOLUTION OF THE CITY OF UNIVERSITY PLACE, WASHINGTON, AMENDING ADMINISTRATIVE FEES TO ADD FEES FOR COPYING PLANS FOR PUBLIC DISCLOSURE REQUESTS, AND TO MAKE HOUSEKEEPING CHANGES TO REFLECT CURRENT PRACTICES

WHEREAS, by ordinance, the City has authorized fees and charges for services provided by the City; and

WHEREAS, the City desires to recover the cost of services where fees may be appropriate; and

WHEREAS, to reflect the increased costs of doing business as the cost of living increases, fees also increase; and

WHEREAS, the cost to the City for performing this service has been calculated, taking into account the cost for staff time, the material and copier maintenance costs, as set forth in two memorandums from David Swindale, Director of Development Services, dated October 19, 2006, and November 30, 2006, as well as the memorandum from Mary Garrett, Human Resources Manager, dated November 30, 2006. These memorandums are attached hereto and incorporated herein by this reference; and

WHEREAS, due to budgetary constraints, the City Clerk's Office has not been providing passport services for several years, and therefore the fees and charges associated with this service should be removed from the Fee Schedule; and

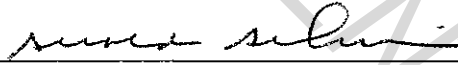
WHEREAS, the City now provides DVDs of UPTV Programming to those who request them, and an appropriate charge should be added to the Fee Schedule; NOW, THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF UNIVERSITY PLACE, WASHINGTON, AS FOLLOWS:

Section 1. Administrative Fees Amended. Administrative Fees are hereby amended to add charges as specifically set forth in Exhibit A and supersede any fees previously established.

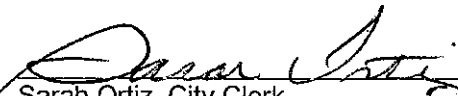
Section 2. Effective Date. This resolution shall take effect immediately upon adoption with fees effective on January 1, 2007.

ADOPTED BY THE CITY COUNCIL ON DECEMBER 11, 2006



Gerald Gehring, Mayor

ATTEST:



Sarah Ortiz, City Clerk

Exhibit A

ADMINISTRATIVE FEES

FEE SCHEDULE

City Council Agendas No Charge

Copies of all City Council materials, including packets, ordinances, and resolutions will be provided upon remittance of the following fees:

Photocopying/Computer Print-Outs (Note: Copy fees under \$1.50 waived)	\$.15/page
Minimum Mailing Fee:	\$2.00
<u>Actual Costs of Shipping that totals more than \$2.00 shall be paid by Requestor.</u>	
Audio Tape Recordings: (Note: Requester to provide 90 Min., leaderless tapes; if the City provides, charge is \$3.00 each)	\$20.00/hour
Computer-generated data copied on microdisk: (Note: Requester to provide 3.5" microdisk; if City provides, charge is \$3.00 each.	\$20.00/hour
<u>DVD of UPTV Programming</u>	<u>\$20.00/each</u>
Certification of Documents:	\$2.00
NSF Check Fee	\$20.00
<u>Plans Copy Fee for Public Disclosure Requests (18"x24")</u>	<u>\$.50/page</u>
<u>Plans Copy Fee for Public Disclosure Requests (24"x36")</u>	<u>\$.75/page</u>
<u>Passport Application Processing</u>	<u>\$15.00</u>
Plotting Charges:	
<u>8-1/2 x 11</u>	<u>\$2.50</u>
<u>11 x 17</u>	<u>\$3.75</u>
<u>24 x 36</u>	<u>\$15.00</u>
<u>30 x 42</u>	<u>\$21.75</u>
<u>Zoning Map, 30 x 36:</u>	<u>\$18.75</u>

NOTE: Copies of documents such as the Transportation Improvement Program, Zoning Code, Comprehensive Plan, City Budget, etc., will be provided upon request and charges will be based on the actual printing costs of such documents.