

RESOLUTION NO. 2007-243

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELK GROVE
APPROVING SCHEDULE OF FEES AND CHARGES
PROVIDED BY THE CITY CLERK'S OFFICE**

WHEREAS, on October 25, 2000 Resolution No. 2000-50, established a schedule of fees for copies of public records; and

WHEREAS, the demand for and scope of services has increased, as well as the costs to provide these services; and

WHEREAS, staff recommends that the Schedule of Fees and Charges be approved, enabling the City Clerk's Office to recapture the actual cost of the services; and

WHEREAS, staff also recommends that where noted on attached Exhibit A, in order to keep the Schedule current, updates be made administratively by the City Clerk's Office to reflect adjustments authorized by resolution or fee changes imposed by State or Federal law;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Elk Grove hereby approves the Schedule of Fees and Charges as provided by the City Clerk's Office as shown on Exhibit A attached; and

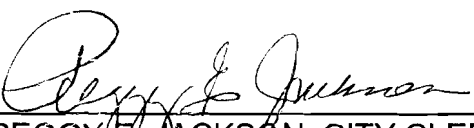
BE IT FURTHER RESOLVED that the City Council of the City of Elk Grove hereby authorizes the City Clerk, with the concurrence of the City Attorney, to amend the Schedule of Fees to reflect adjustments authorized by resolution, changes in the postage rate imposed by the United States Postal Service or State or Federal law.

PASSED AND ADOPTED by the City Council of the City of Elk Grove this 24th day of October 2007.

for 

JAMES COOPER, MAYOR of the
CITY OF ELK GROVE

ATTEST:



PEGGYE JACKSON, CITY CLERK

APPROVED AS TO FORM:



SUSAN COCHRAN, CITY ATTORNEY

EXHIBIT A**City of Elk Grove – City Clerk’s Office
SCHEDULE OF FEES AND CHARGES**

Service	(Current Charge/Fee)	Proposed Charge/Fee	Local Authorization	State Code(s)
Per page copy	<i>\$0.25 for first page and \$0.10 per page thereafter</i>	\$0.10		Government Code § 6253
*Audio tape copy	<i>Set up for listening and monitoring tapes \$1.00 plus \$6.00 ea. or \$2.00 if tape supplied by customer</i>	\$1.50 each (or current market price)		Government Code § 6253.9
*CD/DVD copy	No fee established	DVD \$0.65 each CD \$0.50 each (or current market price)		Government Code § 6253.9
*VHS copy	No fee established	VHS \$4.00 each (or current market price)		Government Code § 6253.9
Aperture card copy	No fee established	\$11.00 ea. (or actual reproduction fee from outside vendor)		
Map copy (size 24" x 36")	No fee established	\$1.50 each		
Certification of document	\$2.00	\$10.00		
Notary Fee	Not currently listed in City Clerk's Schedule of Fees	\$10.00 per signature (non-city related)		Government Code § 8211
Petition Processing (initiative)	Not currently listed in City Clerk's Schedule of Fees	\$200 to be paid at the time of filing a notice of intent to circulate petition. The fee will be refunded to filer if, within one year of the date of filing the notice of intent, the Clerk certifies to the sufficiency of the petition.	Resolution 2002-39	Elections Code § 9202

Service	(Current Charge/Fee)	Proposed Charge/Fee	Local Authorization	State Code(s)
Candidate's Filing Fee	Not currently listed in City Clerk's Schedule of Fees	\$25.00	Resolution 2002-38	<i>Elections Code § 10228</i>
Agenda subscription	\$40.00/year	Per page copy fee plus current postage rate x 24 mailings (1 oz.)		
Minutes subscription	No fee established	Per page copy fee plus current postage rate x 24 mailings (2 oz.)		
Agenda/packet subscription (based on average 125 page packet x \$0.10 per page)	No fee established	\$12.50 per packet or \$300 per year (plus current postage rate if mailed)		
Municipal Code (complete with binder and tabs)	\$125.00	Note: Under separate Council action, will be added to fee schedule following adoption of municipal code complete codification		
Municipal Code supplement subscription	\$0.30 per page	Note: Under separate Council action, will be added to fee schedule following adoption of municipal code complete codification		
Appeal of Planning Commission Decision	Not currently listed in City Clerk's Schedule of Fees	\$2,088.00 (or actual fee as set by resolution)	Title 23, Zoning Code	
Appeal of Administrative Citation	Not currently listed in City Clerk's Schedule of Fees	\$1,088.48 (increased annually by CPI as identified in Resolution 2005-118, Section 9)	Resolution 2005-118	

Service	(Current Charge/Fee)	Proposed Charge/Fee	Local Authorization	State Code(s)
Trial Subpoena as Fact Witness (State Court, Non-Sworn Officer)	Not currently listed in City Clerk's Schedule of Fees	At service: \$150 (per day) and \$0.20/mile payable at time of service of subpoena		Government Code 68096.1, 68097, 68097.2
Trial Subpoena as Fact Witness (State Court, Sworn Officer)		\$150 (per day) and \$0.20/mile. May change if normal compensation for sworn officer's travel and testimony time are less or more than witness fee.		
Deposition Subpoena and Subpoena Duces Tecum (documents) (State Court)	Not currently listed in City Clerk's Schedule of Fees	At service: \$150 (per day) and \$0.20/mile payable at time of service of subpoena. Party noticing the deposition has the option of paying witness fees at deposition. If Subpoena Duces Tecum ("SDT"), document preparation costs allowed at: 8 ½ x 11: \$0.10/pg 8 ½ x 14: \$0.10 /pg Microfiche: \$0.20/pg Oversize: Cost Postage: Cost Clerical: \$24/hr (1/4 hr. billing) If SDT only requests inspection of records, fee is limited to \$15, plus actual costs associated with third party retrieval, if any.		Civ. Proc. 2020.230(a) Evidence Code 1563(b)(6)

Service	(Current Charge/Fee)	Proposed Charge/Fee	Local Authorization	State Code(s)
Trial Subpoena (Federal Court)	Not currently listed in City Clerk's Schedule of Fees	All civil witness fees for deposition or trial in federal court are \$40.00 per day, plus travel expenses, including the actual expenses of public transportation or mileage at 34.5 cents per mile and toll and parking charges if private transportation is used.		28 U.S.C. 1821; 5 U.S.C. 5704; 41 C.F.R. 301-10
Fact or Expert Witness (testimony that is not based on event or transaction that government employee perceived or investigated in carrying out duties)	Not currently listed in City Clerk's Schedule of Fees	At service: \$35 (per day) and \$0.20 per mile (round trip)		Government Code 68093

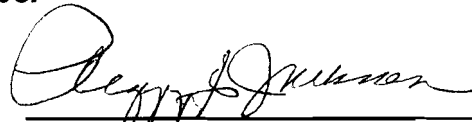
*NOTE: Copy fee is "per meeting"; no charge if customer provides media; extraction requires additional charge of Clerical: \$24/hr (1/4 hr. billing); Government Code 6253.9 (b)(2)

**CERTIFICATION
ELK GROVE CITY COUNCIL RESOLUTION NO. 2007-243**

STATE OF CALIFORNIA)
COUNTY OF SACRAMENTO) ss
CITY OF ELK GROVE)

I, Peggy E. Jackson, City Clerk of the City of Elk Grove, California, do hereby certify that the foregoing resolution was duly introduced, approved, and adopted by the City Council of the City of Elk Grove at a regular meeting of said Council held on October 24, 2007 by the following vote:

AYES : COUNCILMEMBERS: Leary, Scherman, Hume, Davis
NOES: COUNCILMEMBERS: None
ABSTAIN : COUNCILMEMBERS: None
ABSENT: COUNCILMEMBERS: Cooper



**Peggy E. Jackson, City Clerk
City of Elk Grove, California**

