

RESOLUTION 15-2011

A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF BENSON, ARIZONA, APPROVING A SCHEDULE FOR FEES RELATING TO ADMINISTRATION SERVICES

WHEREAS, the City provides certain Administration services to applicants; and

WHEREAS, it is appropriate that applicants cover the cost of such services via fees for these services; and

WHEREAS, Article 16-2 of the City Code directs that the City Council via Resolution adopt appropriate fee schedules for Administration services.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Benson, Arizona, that the proposed fee schedule for Administration services, attached hereto as Exhibit A, is hereby approved, effective immediately.

PASSED AND ADOPTED BY THE MAYOR AND COUNCIL OF THE CITY OF BENSON, ARIZONA, this 28th day of February, 2011.



MARK M. FENN, Mayor

ATTEST:



VICKI L. VIVIAN, CMC, City Clerk

APPROVED AS TO FORM:



MICHAEL J. MASSEE, City Attorney

Administration Fees

A.	Copies. The departments of the City shall charge \$0.25 per page for photo copies of City records and documents. Maps, blueprints and other documents shall be provided at the cost of their reproduction plus handling costs determined by the City.	\$0.25 per page
B.	Copies for Commercial Use. The departments of the City shall charge \$0.50 per page for photo copies of City records and documents being used for commercial purposes. Maps, blueprints and other documents shall be provided at the cost of their reproduction plus handling costs determined by the City.	\$0.50 per page
C.	Electronic copies. The City Clerk shall be authorized to charge \$5.00 per CD for the reproduction of electronic documents or audio recordings. Documents that are not stored electronically will not be available.	\$5.00 per CD
D.	Publications. The City Clerk shall be authorized to charge the actual cost of documents, ordinances, codes and other publications of the City plus 10 percent of the actual costs for handling.	Cost plus 10%
E.	Staff Time. A fee for the substantial use of the City staff time on efforts not involving activities covered by other fees and not specifically at the Council or Manager's direction may be charged to the individual requesting such service. Such activities would include research, writing reports, meetings, presentations, testimony and other similar activities not directly required for the operation of the City. "Substantial use of staff time" for any activity shall be determined by the City and such efforts on behalf of individuals shall be approved by the City Manager. This policy is not to inhibit the free access to information held by the City. It is to compensate the City for the provision of unusual amounts of City resources.	<p>City Manager – \$125.00 per hour</p> <p>City Attorney – \$125.00 per hour</p> <p>City Engineer- \$105.00 per hour</p> <p>Building Official- \$85.00 per hour</p> <p>City Clerk – \$65.00 per hour</p> <p>All Other Staff- One and one-half times the normal hourly rate for employee providing service.</p>
F.	Recording Fees. In addition to any other fee required by this title chapter, a fee of \$12.00 plus \$0.50 per page over five pages shall be charged for any document filed with the City Clerk, other than a map or plat, which the City Clerk records at the office of the County Recorder subdivision documents. For a map or plat any other large format documents, the fee shall be \$18.00 for the first sheet and \$10.00 for each additional sheet.	