

	Service/Application	Fees		Notes
		2016-17		
ADMINISTRATIVE SERVICES				
1	Basic Photocopy			
2	Each page (1 sided copy)	\$ 0.20	Per page	
3	Each page (2 sided copy)	0.25	Per page	
4	Pre-copied documents (excluding council agenda items. Note: City will maintain two sets of pre-copied documents available for check out to members of the general public)		Actual cost	
5	FPPC			
6	Copies of forms filed	0.10	Per page per Political Reform Act	
7	Records over 5 years old	6.00	Per request to search and retrieve documents that are over 5-year old per Political Reform Act	
8	Research Fee		Fee is charged based on the FB Hourly Rate of position that renders the service. Note - Information Systems Officer is monthly contracted position. Monthly the City pays approximately \$12,500. Thus the estimated hourly rate of \$72.12 for this position is determined by dividing \$12,500 by 173.33, the estimated monthly working hours.	
9	Annual Budget		Actual cost	
10	Annual Audited Financial Statements		Actual cost	
11	Comprehensive Annual Financial Report		Actual cost	
12	All Others		Actual cost	
13	Business license listing	23.00	Listing includes name and site address only	
14	Council agenda items		Actual cost	
15	Municipal Code - Per page copies		\$0.20 Per page (1 sided copy); \$0.25 per page (2 sided copy)	
16	For City Council, Planning Commission, or Parks and Community Services Commission Meetings (Note: one copy of Agenda and Minutes at no charge for Public Agencies and the Media)			
17	Agenda Packet (Individual)		Actual cost	
18	Audio Cassette Tape of Meeting		Actual cost	
19	Video Cassette Tape of Meeting		Actual cost	
20	Appeals to The City Council			
21	Non-Public Hearing Items (Compile and copy the record)	50.00	Municipal Code 2.04.090	
22	Public Hearing Items (Publish and mail notification; compile and copy the record)	150.00	Municipal Code 2.32.025	
23	Election - Candidate Filing Fee (Prepare packet and election information for the Candidate)	25.00	GC 8104	
24	Passport Services		Determined by Federal Policy	
25	Returned Check Fee			
26	First Check	25.00	For the first NSF check per Civil code 1719	

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27	Second and each subsequent check	35.00	For each subsequent NSF check after the first NSF check, per Civil Code 1719
28	Notary Public	10.00	Per signature, or as allowed by State Law
29	Copy Documents to a CD	12.00	
30	SUPPORT SERVICES		
31	New business license application	25.00	Process business license application
32	Renewed business license application	15.00	Process renewed business license application
33	Utility new account set up	48.00	Process new utility account application, set up new account, and turn on water service
34	Utility service restoration	86.00	To turn on service after the service was turned off due to non-payment of bill
35	Utility service turn on or off after normal business hours of 7:30 AM - 4:30 PM, Monday through Friday, excluding holidays. If the fee has not been paid in advance, the customer must provide written agreement to the fee prior to City providing the service	151.00	Per hour, minimum 2 hours (Note - the hourly rate equals to 1.5 times the FB hourly rate of the Maintenance Worker I,II.)
36	Utility service fee	43.00	