ADMINISTRATIVE SERVICES
Schedule of Fees

ADMINISTRATIVE SERVICES	Fee	Resolution #	Old Resolution #	OTHER DEPARTMENTS
City Clerk				
Records Search (after first half hour)				
1. Fair Political Practice Commission (FPPC) Documents	Per State of CA code	92-112		
2. All Others	$10.00 for each 15 minutes	92-112		
Agenda/Minutes Mailing Service				
1. Minutes	$0	93-24		
2. Agendas	$0	93-24		
3. Agenda Packet Subscription Service:				
a. Council, Planning Commission, Architectural Review Committee	$180.00 per year	01-17		
b. All other Boards and Commissions.	$60.00 per year	01-17		
Certification of Documents	$1.00 per document	92-112		
Graffiti Abatement Appeal Fee	$100	05-195		
Notary Service	IAW GC 8211	92-112		Police
Municipal Code and Update Service				Has notary fee at $10
1. Complete Code	$150.00	92-112		
2. Update Service	$25.00 per year	92-112		
Audio Tape Reproduction (set-up only)	$5.00	92-112		
Transparency Reproduction	$1.50 each	92-112		
Fax Service				Conference Center
1. Send	$4 first pg., $3 ea. add'l. pg.	92-112		$2.00 per page, both
2. Receive	$2 first pg., $1 ea. add'l. pg.	92-112		sending & receiving
Monterey City Council Chamber Rental fees	Per Session 8am-6pm or 6pm-12am			
Council Chamber room (includes kitchen,furniture,projection screen)	$100	02-52		
Basic Sound System (includes mics at dais and lectern mic)	$50	02-52		
Extra microphones (4 Table mics,1 lavaliere and 1 wireless available)	each $20	02-52		
Television Broadcast cameras and equipment*	$150	02-52		
Media Cart(includes projector,Elmo document camera,VCR,conn.laptop)	$100	02-52		
Internet Connection	$25	02-52		
Deposit required to hold the room (will be applied to final invoice)	per reservation $50	02-52		
*Use of the Cameras and broadcast equipment requires that Access Monterey Peninsula (AMP) personnel be retained to operate the equipment				
FINANCE				
Going-Out-Of-Business or Fire Sale Permit				
1. Initial Application (up to 30 days)	$25.00	92-112		
2. 1st Renewal (10 to 60 days)	$50.00	92-112		
3. 2nd (final) Renewal (60 to 90 days)	$10.00 per day	92-112		
Duplicate Business License Fee	$5.00	92-112		
Returned Check Processing	$10.00	92-112		
MISCELLANEOUS				
Maps and Documents				
1. Maps	$3 per square foot	92-112		
2. Blueprints	$1.00 per square foot	03-04	99-12	
3. Zoning Ordinance, General Plan, EIRs, Budgets	$10.00	92-112		
Photocopy Services				Library
1. Conference Center	$.25 per page	07-141	05-53, 05-15, 04-44	$.10 single sided 8.5"x11"

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2. Public Works	$.18 per page	06-011	03-33, 03-13, 04-44, 92-112	$.20 per double sided 8.2"x11"
3. All Others including Public Records- FPPC Documents as authorized per California State Law	$.10 per page	92-112		$.20 per single sided 11"x17" all above items per copy microfilm copies are $.25 for 8.5"x11", $.50 for 11"x17" per page
PUBLIC WORKS				
Aerial Photography Computer Files				
1. Commercial Users	$2,000/complete set	97-191		
2. Commercial Users	$200/individual file	98-69		
3. Non-commercial users	$20/individual file	97-191		
4. 1-Plot view from computer file	$50/plot(size 24"x36")	98-69		
Special Refuse Billing	$16.00 per month	92-112		

MISCELLANEOUS FEES	**Fee**	**Resolution #**	Old Resolution #
Doc's Lab (public use)	$18/per hour per staff person Mon-Fri., 8 a.m. - 5 p.m. $25/per hour per staff person at other times, including travel time, set up tim and close-up time	00-159	

RYAN RANCH RECREATIONAL VEHICLE STORAGE FACILITY	**Fee**	**Resolution #**	Old Resolution #
20-foot space	$40.00 per month	05-85	01-109
25-foot space	$50.00 per month	05-85	01-109
30-foot space	$60.00 per month	05-85	01-109