

Office of the City Clerk Archives Fee Schedule

A. Paper Records up to 11"x17" (no fee for requests under 10 pages)

Photocopies of paper records	\$.10 per page/side b/w; \$.25 color
Digital images (photocopier scans) of paper records	\$.10 per page/side
Digital copy of existing electronic record or scan	cost of materials (<i>see (G) below</i>)

B. Photographic Records

Digital images (photocopier scans) of photographic records up to 11"x17"	\$.10 per page/side b/w; \$.25 color
over 11"x17"	actual vendor costs
Custom scans of photographic records	\$ 8.00
Digital copy of existing digital photograph or scan of photograph	cost of materials

C. Audio Records of Council meetings and hearings

From digital to digital	cost of materials (<i>see (G) below</i>)
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D. Video Records of Council meetings and public hearings

From digital to digital	cost of materials (<i>see (G) below</i>)
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E. Certification of record

	\$ 1.00 per document
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F. Postage, shipping

under \$5	no charge
\$5 and over	actual cost to City

G. Materials

CDs	\$ 3.00 each
DVDs	\$ 5.00 each
Other	actual cost to City