

CITY CLERK'S OFFICE
FEES AND CHARGES | FISCAL YEAR 15 -16

As Per Resolution Nos. 72737, 73637, 76282, 76663, & 77382; and SJMC §12.12.440

If the document requested is available online or in hard-copy form, please have requestor review first before copying and/or printing. Requestor may decide that they only need a portion of the document or not at all after reviewing. Also, if the document is available in soft-copy form, we may send to the requestor via e-mail free of charge. Pursuant to Resolution No. 77137, the direct cost of duplication shall not be collected when the aggregate cost is less than \$5.

Service	Fee
Copies & Sale of Publications	
Copies - 8 ½" x 11"	\$0.05 per page (B&W) \$0.06 (color)
Copies - 11" x 17"	\$0.06 per page
Certified Copies	See Public Records Act Fees
Fax Documents	\$1.64 for first page, \$0.06 per additional page
Copies of Statements filed per Political Reform Act (Form 700; Campaign Finance Disclosure)	\$0.10 each image
Retrieval Fee for Political Reform Act Statements over 5 years old	\$5.00 + \$0.10 each image
Municipal Code	Actual printing cost
Municipal Code Supplement	Actual printing cost
Operating Budget Book	Actual printing cost
Capital Budget Book	Actual printing cost
City Charter	\$7.75 per copy
Duplication Service	
Audio (cassette tape or CD)	\$10.50 each
Video Recording (DVD)	\$27.75 each
Materials (if needed)	\$3.25
Special Research/Services	\$96.25 per hour + materials
Notary Public	\$10 each acknowledgement
Initiative Petition Filing	\$200 per petition
Agenda Subscription Fees	
City Council Meeting Agenda	\$71.75 per year
Planning Director Meeting Agenda	\$27.50 per year
Planning Commission Meeting Agenda	\$24.50 per year
Mailing Copies of Documents	See Public Records Act Fees
Lobbyist Fees (SJMC § 12.12.440)	
Annual Registration Fee	\$648.00 per registrant
Prorated Registration Fee	\$324 per ½ year or less
Client Fee	\$119.00 per client
Delinquent Registration Fee	5% of unpaid fee per day
Quarterly Report Delinquency Fee	\$79.00 per day
Campaign disclosure amendment filings in SJMC 12.06.910.F (not included in fee resolution)	\$10/day up to \$100
Late fine for Political Reform Act Filings	\$10.00 per day