

Fees

General Information

Public records will be provided in accordance with the fee schedule adopted in Resolution No. R-103-2001 (Attachment B); the schedule sets a copying fee of \$1.00 per page for a standard 8 ½ X 11 or 8 ½ X 14 documents which are readily recoverable and a certification fee of \$2.00 per document.

Records Management Committee

In accordance with Resolution No. R-103-2001, the City has established a Records Management Committee who has the authority to consider and set departures from standard copying and certification fees, and shall offer its services on a consultation basis for all other charges. As evidenced by Resolution No. R-103-2001, the Las Vegas City Council recognizes that certain public record reproduction requests involve variable costs for compilation or reproduction expenses for the City. When alternate, additional fees have been developed in advance because such requests are anticipated, it would be prudent for the Department to publish and post such fees after consultation with the Records Management Committee.

Other Costs

Materials produced in advance for the promotion of City activities may be available for reduced fees. Additionally, the City may publish material because regular requests are anticipated and, for such items, special fees may be set. If a published supply of documents has been exhausted and republication is not warranted, the standard fee schedule adopted by the City Council will apply. Public record copying costs are waived for government requestors who waive their copying costs for the City. When recovery or reproduction of records involves unusual material or labor expenses, the requestor will be responsible for the additional expenses. Requestors should be notified of these costs before recovery or reproduction begins.

Departmental Fee Schedule for Alternate

Medium

City departments may provide services and materials for which fees may be assessed. The Department Director shall establish these fees. The Records Management Committee encourages the use of actual cost and consistency with fees used by other City Departments when establishing their fees.