

BOARD OF ALDERMEN

ITEM NO.: A(5)

AGENDA ITEM ABSTRACT
MEETING DATE: JANUARY 12, 2010

TITLE: AMENDMENT TO MISCELLANEOUS FEES AND CHARGES SCHEDULE/ INDEX OF COMPUTER DATABASES REPORT CHARGES

DEPARTMENT: MANAGER'S OFFICE	PUBLIC HEARING: YES ___ No <u>X</u>
ATTACHMENTS: A. RESOLUTION	FOR INFORMATION CONTACT: ANDY VOGEL, 918-7305

PURPOSE

Every public agency must maintain an index of computer databases per NC G.S. 132-6.1. The index of computer databases consists of a summary listing of databases, various information pertaining to those databases and a data dictionary for each database. A resolution that revises the Miscellaneous Fees and Charges Schedule to include fees for the production of copies of the index of computer databases, digital copy media charges, report reproduction charges and custom services charges has been prepared by staff and is recommended for the board's adoption.

INFORMATION

The charges noted were found to be in keeping with other local governments and government agencies. The proposed changes to the Town's Miscellaneous Fees and Charges Schedule are specified below:

Index of Computer Databases	
Digital Copy of Index of Computer Databases	CD, DVD, USB Solid State Drive \$5.00
Digital Copy of Database Media and Costs	CD, DVD, USB Solid State Drive \$15.00
Report Reproduction Cost List	For each printed, plotted or photographic database output page \$.10 Special Note: These fees do not apply to GIS related report and mapping reproduction; those fees are covered elsewhere in the Miscellaneous Fees and Charges Schedule.
Custom Services Costs	Custom Report Preparation: Starting at \$100.00/hr., billable in fifteen-minute increments, and listed cost of digital and printed reproduction media. The ability to process custom requests is based upon staff and resource availability, and requesters should note that all requests may not be filled due to such limitations.

STAFF RECOMMENDATION

Town staff recommends that the Board adopt the attached resolution (Attachment A) which amends the Miscellaneous Fees and Charges Schedule.