

City of Lambertville
ORDINANCE NUMBER 2010-14
“An Ordinance to Set Fees for Copying of Records”

BE IT ORDAINED by the Mayor and Council of the City of Lambertville, County of Hunterdon, State of New Jersey that the Revised General Ordinances of the City of Lambertville, 1990, amended to include the following section:

SECTION 1: Section 3-14 Fees Charged by Various Departments, Boards and Commissions of the City of Lambertville is amended as follows:

As per N.J.S.A. 47:1A-5 (b) of OPRA, the estimated cost for making a photo copy per page is as follows:

NOTES: defines the actual cost of duplicating a record which “shall be the cost of materials and supplies used to make a copy of the record Actual costs shall not include the cost of labor or other overhead expenses associated with making the copy.

- b. Fees for OPRA request or photo copying.
 - 1. The fee for in house copying shall be determined by calculating the actual number of copies per month, including the monthly fee for the copier, fees for the paper, staples and envelopes are based on actual fees paid to vendors and are set as follows:
 - a. Copier fee is estimated at \$.03 per page
 - b. Paper fee is estimated at \$.005 per page
 - c. Staples are estimated at \$.009 per staple
 - d. 9 x 12 envelopes are estimated at \$.07 per envelope
 - 2. This Ordinance shall become effective July 1, 2010
 - 3. This Ordinance shall be revisited each May to ensure we are meeting the requirements of the OPRA law and charging a rate based on actual cost associated with reproducing of paper.
 - 4. As per N.J.S.A. 47:1A05(c), the special service charge when the duplication of a record involves an extraordinary expenditure of time and effort shall be set for services sent out to a vendor for copying shall be the same rate/fee assessed to the requestor.

Introduced: May 17, 2010

Public Hearing and Final Adoption: June 21, 2010

Date of Adoption: July 21, 2010

The foregoing Ordinance was introduced at a Regular Meeting of the Mayor and City Council of the City of Lambertville held on May 17, 2010 and was read for the first time. Notice of pending Ordinance was advertised on May 20, 2010 in the Times.

This ordinance was considered for second reading and adopted after a public hearing at the regularly scheduled meeting of Mayor and Council of June 21, 2010, held at the Justice Center, 25 South Union Street, in the City of Lambertville in the County of

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Hunterdon in the State of New Jersey. Notice of Adoption was advertised on July 1, 2010 in the Beacon.

After a passage of 20 days, with no record of protest signed by any person against making the improvement or incurring the indebtedness authorized therein, nor any petition requesting that a referendum vote be taken on the action proposed in the ordinance has been presented to the governing body or to me or filed in my office within 20 days after the publication or at any other time after the final passage thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of the City of Lambertville this 23rd day of July 2010.

Cynthia L. Ege, Acting City Clerk