

RESOLUTION NO. 10-6

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF McCALL, IDAHO, MAKING CERTAIN FINDINGS AND ADOPTING COLOR COPY FEES, ADOPTING CALCULATIONS TO SET FEES CHARGED FOR CLASSES, ESTABLISHING A REFUND POLICY; ESTABLISHING A SCHOLARSHIP AND DISCOUNT POLICY PROVIDED BY THE LIBRARY OF THE CITY OF McCALL; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on September 28, 2006, Council adopted Resolution 06-22 which consolidated all pertinent library information including setting the fees to be paid to the McCall Public Library; and

WEREAS, on August 23, 2007, Council adopted Resolution 07-12 which increased the copy machine rates from \$0.20 to \$0.25 per copy; and

WHEREAS, on December 3, 2009, The City of McCall entered into a new lease agreement with IKON Office Solutions for a new printer/copier that would enable the Library to offer color copies and scanned documents for their customers; and

WHEREAS, on January 20, 2010 the Library Board of Trustees met with the Library Director and voted unanimously in favor of the additional fees; and

WHEREAS, the Library wishes to offer instructional classes to the public utilizing a formula to set class fees; and

WHEREAS, according to Idaho Code 63-1311A a public hearing is necessary when the fee increase is in excess of five percent (5%); and

WHEREAS, a public hearing was properly noticed in the Star News for two consecutive weeks, January 14, 2010 and January 21, 2010; and

WHEREAS, a public hearing was held on January 28, 2010; and

WHEREAS, the fees are set to recover the cost incurred by the Library; and

WHEREAS, the fees proposed for adoption are reasonable; and

WHEREAS, the Council wishes that the additional Library fees be established.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF MCCALL, Valley County, Idaho that:

Section 1: Adoption of Fee Schedule for Color Copies and Scanned Document Fees:

Color Copy (per side)	\$0.50
Color Print (per side)	\$0.50

Scan Documents to Personal Computer
(up to 10 pages per job)

\$2.00

Section 2: Calculation for Instructional Class Fees:

- (A) Cost of the Class is calculated by:
The Instructors Fees *plus* Supplies Cost *plus* Miscellaneous Cost =
Subtotal *plus* 10% for Administrative Cost = Total Cost of the Program
Example: Instructor Fees \$100 + Supplies \$100 + Misc. \$0 = \$200 + 10%
(\$20) = \$220 Total Cost of the Class
- (B) Fees per person is calculated by:
The Cost of the Class *divided by* the number of participants (number of
participants to be determined by the Library Director)
= Fee per participant
Example: \$220 / 10 people = \$22 per person for class or
20 people for \$11 per person
- (C) Each class will have a minimum and a maximum number of participants to
be determined by the Library Director. If the minimum is not reached, the
class is cancelled.
- (D) The initial cost of the class will be determined by the minimum number of
participants and then, if necessary, adjusted accordingly.
- (E) Fees for participants enrolling after the start of the class will be pro-rated
based upon the number of weeks left for that class.

Section 3: Refunds for Instructional Classes:

- (A) A total refund in the form of a check will be issued, at the request of the
participant, if the class the participant has registered for is cancelled.
- (B) Pro-rated refund credit vouchers will be issued if:
 - 1. The participant is physically unable to participate and has a letter
from a physician stating such.
 - 2. The participant is moving out of the area.
- (C) A refund credit, minus a \$4.00 processing charge, will be issued when the
participant cancels 7 days before the starting date of the activity. Refund
credits will be good for any Library activity for 1 year from the date of
issue.
- (D) Applications for refunds must be submitted to the Finance Director at City
Hall.

Section 4: Scholarships and Discounts for Instructional Classes:

- (A) Direct Cost recovery for programs for youth, seniors, and individuals with disabilities shall be relatively low based on the formula for determining fees and charges, and adjusted by scholarship, discount, or waiving fees outright based on need.
- (B) Scholarships are available for participants to help offset the cost of the classes. Eligible recipients may receive up to a 100% fee waiver based on the following established guidelines:

Participants in one of the following:

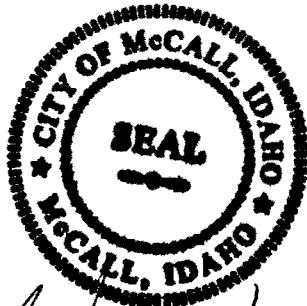
- WICAP/Headstart
- National School Lunch Program
- Medicaid

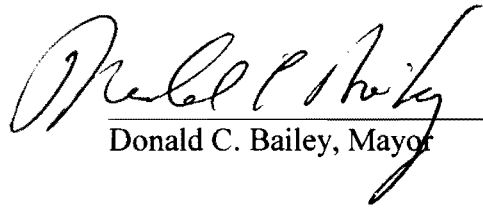
- (C) Scholarship forms may be obtained at the Library or City Hall. All forms must be submitted to the Library Director for review and then to the City Manager for approval.

Section 5: Effective Date: The above fees are effective immediately upon adoption and shall remain in effect until further action by the City Council.

Passed and approved this 28 day of January 2010.

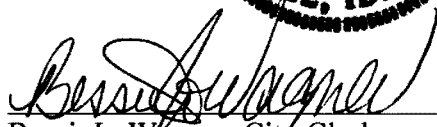
CITY OF MCCALL
Valley County, Idaho





Donald C. Bailey, Mayor

ATTEST:



BessieJo Wagner, City Clerk