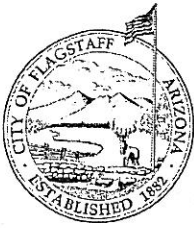


15 A



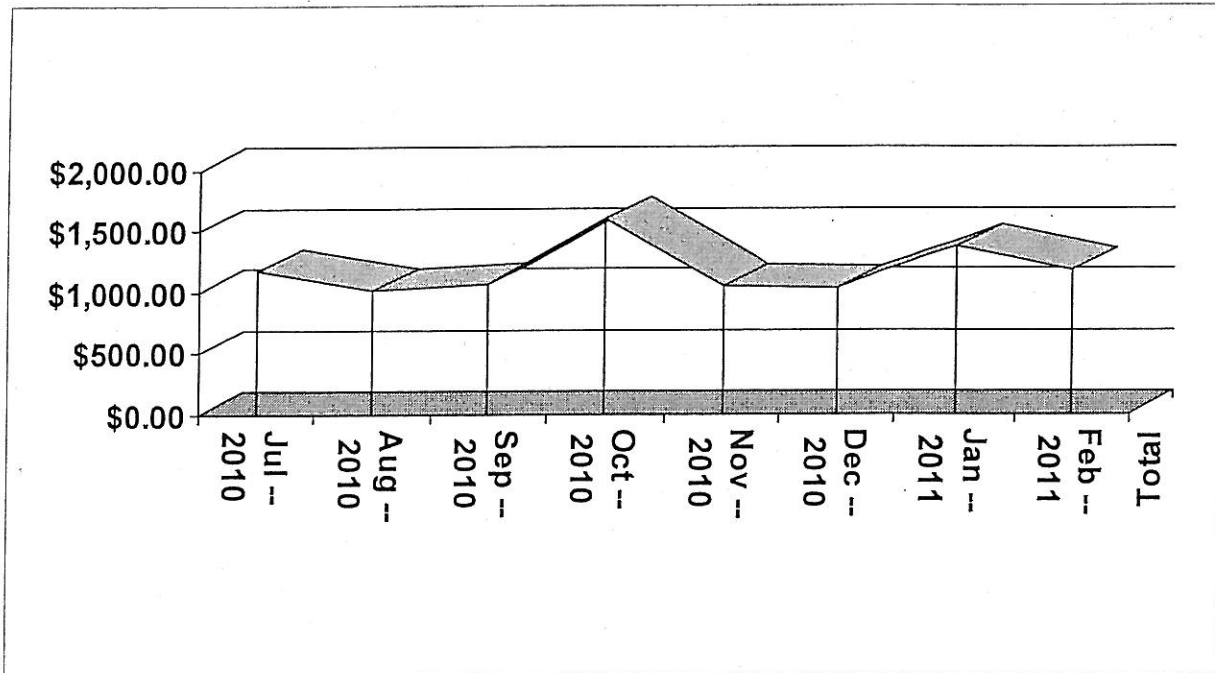
# City of Flagstaff

## Copy Center

### Copy Charges Monthly Summary Report

Division Number: 63 COUNCIL & COMMISSION

Month - Year	Number of Jobs	Total Volume	Total Amount	Avg. Volume	Avg. Amount
July - 2010	27	17,570.00	\$1,175.64	650.74	\$43.54
August - 2010	36	21,178.00	\$1,010.99	588.28	\$28.08
September - 2010	37	22,248.00	\$1,052.90	601.30	\$28.46
October - 2010	43	30,435.00	\$1,597.99	707.79	\$37.16
November - 2010	35	21,162.00	\$1,046.10	604.63	\$29.89
December - 2010	37	20,286.00	\$1,019.23	548.27	\$27.55
January - 2011	48	28,314.00	\$1,367.80	589.88	\$28.50
February - 2011	26	24,402.00	\$1,176.01	938.54	\$45.23
	289	185,595.00	\$9,446.66	653.68	\$33.55



# City of Flagstaff



## Memorandum

Office of the City Clerk

TO: Mayor and Council  
FROM: Margie Brown, City Clerk *mb*  
DATE: March 8, 2011  
RE: **Use of Electronic Agendas**

Attached is a matrix of responses from 38 Arizona cities and towns regarding their use of electronic agendas. The following will briefly summarize the results of the survey.

- 7 cities use electronic agendas exclusively. (Chandler, El Mirage, Marana, City of Maricopa, Mesa, Prescott Valley, and St. Johns)
- 8 cities use a combination of paper agendas and electronic agendas. Some Councilmembers use electronic agendas; others prefer paper copies. (Avondale, Bullhead City, Florence, Gilbert, Queen Creek, Scottsdale, Winslow, and Yuma)
- 2 municipalities use combinations of a skeleton paper agenda, supplemented by electronic materials.
- 1 town uses both paper copies and electronic agendas for all of their Councilmembers. (Chino Valley). Their Council likes having both kinds.
- 20 towns use only paper agendas.

An interesting alternative two towns were using was reducing their paper agendas by making copies only of staff reports, ordinances and resolutions, so that the size of the agenda book was reduced. In one case, the rest of the materials relating to the agenda packets were given to Councilmembers on CD; and, in the other town, supplementary agenda materials were posted on the website for Council and public review.

There was a mix of responses when asked if the electronic agendas resulted in savings. 5 cities said yes, 5 said they didn't know, and 2 said no.

The next question asked if the savings offset the cost of the electronic media. Most respondents said it was difficult to quantify. Part of the intangibles were that either the city already had electronic equipment and there was no cost associated with the equipment, or that Councilmembers were using their own personal i-pads or laptops. For those towns that had purchased equipment, 1 said, yes, the cost was paid for by the savings; and 1 said, no, the offset was not large enough.

All of the towns said that they are still producing some paper copies of the agenda (the minimum was three packets) because of records management legal mandates and public convenience.