

AS ACTED UPON DURING A DULY NOTICED OPEN MEETING OF THE TOWN BOARD OF THE TOWN OF HENRIETTA, COUNTY OF MONROE, STATE OF NEW YORK, HELD AT THE HENRIETTA TOWN HALL AT 475 CALKINS ROAD, HENRIETTA, NEW YORK ON NOVEMBER 15, 2023 AT 6:00 P.M.

RESOLUTION #24-391/2023 To update the 2024 Town Clerk’s Office Fee Schedule.

On Motion of
Councilmember Page

Seconded by
Councilmember Sefranek

WHEREAS, the Town of Henrietta Town Clerk’s Office issues Monroe County Dog Park licenses at rates determined by the Monroe County Parks Department; and

WHEREAS, the Monroe County Parks Department previously required a \$20 fee for replacement of Dog Park access cards; and

WHEREAS, the Monroe County Parks Department was able to acquire the cards at a cheaper rate and is now requiring a \$10 fee for replacement of Dog Park access cards; and

WHEREAS, the 2024 Town Clerk’s Office Fee Schedule was previously adopted on September 13, 2023 by Resolution #18-315/2023.

THEREFORE, BE IT RESOLVED, that the Henrietta Town Board adopts the attached updated 2024 Town Clerk’s Office Fee Schedule with the reduced price for replacement Dog Park access cards.

Duly put to a vote:	
Councilmember Sefranek	Aye
Councilmember Bolzner	Aye
Councilmember Page	Aye
Councilmember Bellanca	Absent
Supervisor Schultz	Aye

RESOLUTION ADOPTED

Exhibit D
Town of Henrietta
Town Clerk's Office Fees
Effective January 1, 2024

DOG LICENSING

Spayed/Neutered	\$9.00
Spayed/Neutered [SENIOR]	\$4.00
Unspayed/Unneutered	\$18.00
Unspayed/Unneutered [SENIOR]	\$13.00
Dog Tag	\$3.00
Late Dog License Fee (up to 30 days late)	\$5.00
Late Dog License Fee (more than 30 days late)	\$25.00

DOG PARK

Dog Park Permit	\$24.00
Early Bird Dog Park Permit Renewal	\$20.00
Replacement Dog Park Access Card	\$10.00
Replacement Dog Park Tag	\$5.00

HUNTING & FISHING LICENSES

Hunting & Fishing Licenses	Fees vary and are charged per New York State Department of Environmental Conservation's Price Sheet
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MARRIAGES

Marriage License	\$40.00
Marriage License for Active Duty Military	\$0.00
Marriage Transcript	\$10.00
Marriage Transcript Required by Veterans Administration or Veterans Affairs	\$0.00
Genealogical Marriage Request	\$22.00
Marriage Ceremony by Marriage Officer	\$75.00
One-Day Marriage Officiant License	\$25.00

MISCELLANEOUS CHARGES

Bids	\$30.00 / \$40.00 if mailed
Copies	\$0.25/page
E-ZPass Tag	\$25.00
Fax	\$1.00/page
Going Out of Business License	\$500.00 (\$75.00 non-refundable / \$425 refundable)
Going Out of Business Renewal	\$50.00
Map	\$5.00
Notary	\$2.00/person for non-residents
Refuse License	\$100.00/truck
Refuse License Late Fee	\$250.00 for application not submitted by December 1st
Refuse License Violation	\$250.00 / day for collecting without a license
Returned Check Fee	\$20.00

PASSPORTS

Processing Fee	\$35.00
Photo	\$10.00