

RESOLUTION NO. 2014-05

A RESOLUTION ESTABLISHING A FEE SCEHDULE FOR A COPY, PRINTOUT, OR PHOTOGRAPH OF A PUBLIC RECORD, THE IMPOSITION OF A RESEARCH AND RETRIEVAL FEE AND COST FOR CREATING REPORTS AND OTHER DOCUMENTS

WHEREAS, the Board of Directors of the Stratmoor Hills Water District, as governing body of the District, is authorized to set and modify fees, rates, and charges by resolution, and

WHEREAS, C.R.S. 24-72-205(6)(a) establishes that a custodian of a public record may impose a fee in response to a request for the research and retrieval of public records, but only if the custodian has, prior to the date of receiving the request, establishes the amount of any current fee and charges for said services, and

WHEREAS, the Board finds and determines that is in the best interest of the District to establish a fee schedule for the research and retrieval of public records and other documents.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. Standard and General copies and printouts

Description	Fee
8 ½" x 11" (standard page – B&W/single-sided)	\$0.25 per page
8 ½" x 11" (color/single-sided)	\$1.00 per page
8 ½" x 14" (B&W/single-sided)	\$0.50 per page
8 ½" x 14" (color/single-sided)	\$1.25 per page
11" x 17" (B&W/single-sided)	\$1.00 per page
11" x 17" (color/single-sided)	\$2.00 per page

2. Duplicate Audio tapes - \$5.00 per 90 minute tape + labor charges
3. Electronic Disks - \$5.00 per disk (CD or DVD) + labor charges
4. Copy/printout charges may vary for records, etc., that require preparation, retrieval, research or special handling efforts involving staff time of over one (1) hour. A cost estimate, based upon \$30.00 per hour (\$7.50/15-minute increment), shall be provided to the customer for approval prior to providing the services requested. A fee for the first hour of time expended in connection with the research and retrieval of public records.
5. Charges estimated to exceed \$10.00 shall be pre-paid prior to processing the request.
6. In instances where copy charges are NOT prepaid, additional requests will not be processed until delivery is accepted and payment made for the original request.
7. This resolution and the fees provided for herein shall become effective on December 10, 2014.

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WHEREAS, the Board of Directors of the Stratmoor Hills Sanitation District, as governing body of the District, is authorized to set and modify fees, rates, and charges by resolution, and

WHEREAS, C.R.S. 24-72-205(6)(a) establishes that a custodian of a public record may impose a fee in response to a request for the research and retrieval of public records, but only if the custodian has, prior to the date of receiving the request, establishes the amount of any current fee and charges for said services, and

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