

RESOLUTION TO APPROVE A CHANGE IN THE FEE SCHEDULE FOR LARIMER COUNTY SHERIFF'S OFFICE RELATING TO RELEASE OF CRIMINAL JUSTICE RECORDS

WHEREAS, the Records Section of the Larimer County Sheriff's Office currently follows a fee schedule which was last approved by the County Board in 2008 (Larimer County Resolution 07012008R004) and has remained virtually the same since that time, and

WHEREAS, the Larimer County Sheriff's Office is authorized pursuant to CRS 24-72-306(1) to assess reasonable fees to cover the Sheriff's Office's actual costs, including its personnel and equipment costs, incurred to search, retrieve, review/redact criminal justice records for public inspection. This statute also requires that such fees be approved by the County Board, and

WHEREAS, the Larimer County Sheriff's Office currently waives fees for case reports to victims, and waives fees for all records to other criminal justice agencies. It is the intent of the Sheriff's Office to continue this practice.

WHEREAS, the fee schedule is as follows:

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| 1. Criminal Justice Records (search and retrieval) | \$7.50 (+processing fee) |
| Case Reports, CAD/Dispatch Notes, Address Checks, Inmate Files, Charge Summary Report/Arrest Records, Booking Files, Case Photos, Miscellaneous CJ Records | |
| 2. Processing Fee (review and redaction) | \$0.25/page released |
| Case Reports, CAD/Dispatch Notes, Address Checks, Inmate Files, Charge Summary Report/Arrest Records, Booking Files, Case Photos, Miscellaneous CJ Records | |
| 3. Booking Photos | \$1.50/photo |
| 4. Inmate Medical Files | \$25.00 |
| 5. Audio Recordings (search, retrieval, review, and redaction) | \$10.00/15 minutes |
| 6. Radio Traffic (search, retrieval, review, and redaction) | \$10.00/15 minutes |
| 7. 911 Calls (search, retrieval, review, and redaction) | \$30.00/Call for Service |
| 8. Video Recordings (search, retrieval, review, and redaction) | \$10.00/15 minutes |
| Body-worn Camera, Dash Camera, Interview Rooms, etc. | |
| 9. Thumb Drive (8GB or less) | \$5.00 |
| 10. Thumb Drive (greater than 8GB) | invoiced for cost of hardware |
| 11. CD/DVD | \$1.00/disc |
| 12. Special Searches | \$40.00/hr (+processing fees) |
| Requiring the creation of a new record and/or expertise (1hr minimum) of specialized personnel | |

THEREFORE, BE IT RESOLVED that the fee schedule for the Larimer County Sheriff's Office relating to release of criminal justice records is hereby approved.

BOARD OF COUNTY COMMISSIONERS
LARIMER COUNTY, COLORADO

BY: Justin Stephens
Chair

ATTEST:

[Signature]
Deputy Clerk

