

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

WHEREAS, the main purpose of the change is to comply with HB 08-1076 which will become effective on August 6, 2008; and

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 1992 (Larimer County Resolution R92-144G) and has remained virtually the same since that time, and

WHEREAS, Larimer County Sheriff's Office is authorized pursuant to C R S 24-72-306(1) to assess reasonable fees to cover Sheriff's Office's actual costs, including its personnel and equipment costs, incurred to search, retrieve, and copy 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 copies of reports released to victims, other criminal justice agencies, and the media. It is the intent of the Sheriff's Office to continue this practice.

WHEREAS, the fee schedule is as follows:

FEE SCHEDULE

1. Fee for Criminal Justice Records - search, retrieval, and redaction (plus copy charge)	\$ 7 50
2. Copy of Record	\$ 25 per page
3. Records Check/Clearance letter	\$ 7 50
4. RMS Searches	\$ 7.50
5. Photographs (includes search fee and cost of CD)	\$10 00
6. Special Searches - requiring creation of a new record, manipulation of data, or expertise of computer systems personnel	\$40 00 per hour (1 hr minimum)
7. Dispatch Tape Recordings (includes search fee, supervisory review of recording, and cost of CD)	\$30 00
8. Other Recording (cassette, video, CD or DVD) (includes search, review, and cost of medium)	\$30 00
9. Fee for inmate medical file - search, retrieval, and release processing (plus copy charge)	\$25 00
10. Booking photo	\$ 1 50
11. Fingerprinting (1 - 3 cards)	\$10 00

(a) for the search, retrieval, and redaction of current records in the Sheriff's Office (meaning those in the Records Section for immediate access), a fee of SEVEN DOLLARS AND FIFTY

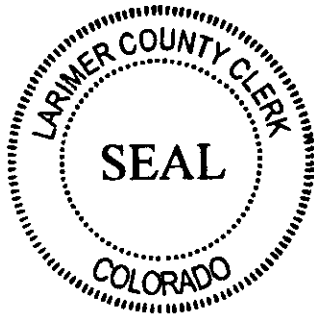
CENTS (\$7 50) plus TWENTY FIVE CENTS (\$ 25) per page copied (Some or all of the fees may be waived by the Sheriff or the Records Custodian at their discretion) For certification of the record, a fee of \$5 00

(b) for the search, retrieval, and redaction of records not in the Department Records Section. a fee based on an hourly charge of THIRTY DOLLARS (\$30 00) per hour per person, prorated to the time actually used by Department personnel in searching, locating, retrieving, inspecting, and copying the record, plus TWENTY FIVE CENTS (\$ 25) per page copied For certification of the record, a fee of \$5 00

(c) for fingerprinting services provided for any purpose a fee of TEN DOLLARS (\$10 00) per set A set of fingerprint cards may be ONE (1), TWO (2), or THREE (3) cards, depending on the purpose for which requested

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

DATED THIS DAY, 1st, July, 2008




THE BOARD OF COUNTY COMMISSIONERS
LARIMER COUNTY, COLORADO



Glenn W Gibson, Chair

ATTEST



Deputy County Clerk