

SPONSORED BY: COUNCILMAN LINDSEY

COUNCILMAN'S RESOLUTION

RESOLUTION NO.

No. CR-22
Series of 2005

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A RESOLUTION ESTABLISHING FEES FOR CERTAIN CITY SERVICES AND DOCUMENTS.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN COLORADO, THAT:

The fee schedule attached hereto as **Exhibit A** is hereby adopted and approved as the established fee schedule for the services and documents set forth therein, and previous fee schedules are hereby repealed.

DATED at Northglenn, Colorado, this ____ day of _____, 2005.

KATHLEEN M. NOVAK
Mayor

ATTEST:

DIANA L. LENTZ, CMC
City Clerk

APPROVED AS TO FORM:

HERBERT C. PHILLIPS
City Attorney

DOCUMENT COST POLICY

COPIES produced for the public, including those accessed through the Colorado Open Records Act, C.R.S. 24-72-201 *et seq.* will be assessed \$0.25 per page.

TAPES (if they provide their own tape)	\$ 5.00
TAPES (if provided by office)	\$10.00
 CITY BUDGET	 \$ 20.00 – Paper Copy No Cost for CD
 CITY AUDIT	 \$ 20.00 – Paper Copy No Cost for CD
 CITY CHARTER	 \$ 8.00
 MUNICIPAL CODE	 \$ 425.00 (paper copy) \$ 50.00 (CD)
M.C.- Annual Supplements	\$ 125.00 (paper copy) \$ 25.00 (CD)
 ZONING CODE BOOK	 \$ 50.00 (paper copy)
Z.C. - Annual Supplements	\$ 50.00 (paper copy) \$ 25.00 (CD)
 MAPS (24x36)	 \$ 5.00
 LAB SERVICE FEES:	
Coliform P.A., Total	\$ 8.50
Heterotrophic Plate	\$ 15.00
THM, Total	\$ 60.00

NOTE:

- \$1.25 is the limit allowed by State Statute.
- Public Record Law allows three days for production of records.
- If the record request is extensive, and it is not feasible to meet the three-day deadline, City Attorney shall be consulted for help in acquiring an extension.
- If a request for documents exceeds \$5.00, the person requesting the copies shall be notified that payment must be made in advance of the document production.
- In all instances, the person requesting the copies shall be notified of cost prior to production of copies.

Fees Currently Charged: Passed by City Council July 2004

DOCUMENT COST POLICY

COPIES produced for the public will be assessed as follows to cover cost of production:

1 to 25 pages	(no research)	\$.50 per page
26 to 50 pages	(no research)	\$.60 per page
10 to 50 pages	(requiring research)	\$.80 per page
50 to 100 pages		\$.90 per page
100 to 300 pages		\$1.10 per page
over 300 pages		\$1.25 per page
TAPES (if they provide their own tape)		\$ 5.00
TAPES (if we use ours)		\$10.00
CITY BUDGET		\$ 20.00 – Paper Copy No Cost for CD
CITY AUDIT		\$ 20.00 – Paper Copy No Cost for CD
CITY CHARTER		\$ 8.00
MUNICIPAL CODE		\$425.00 – Paper Copy \$ 50.00 – CD
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- In all instances, the person requesting the copies shall be notified of cost prior to production of copies.
- If it is not possible to determine the cost due to research involved, take the person's phone number and notify as soon as the cost is determined.