

RESOLUTION NO. 003-2003

**RESOLUTION SETTING ADMINISTRATIVE FEES FOR RESEARCH AND COPYING
FEES OF TOWN RECORDS FOR THE TOWN OF CRESTONE**

WHEREAS, The Crestone Town Clerk has received various requests for inspection and copying of Town records from private citizens, and

WHEREAS, Such inspection often involves extensive administrative research time by the Town Clerk, and

WHEREAS, The process of retrieval of such records and copying of the same precipitate costs for the Town, which should be retrieved from the applicant, and

WHEREAS, It is common practice among municipalities to establish a schedule of rates and fees for inspection, research and copying of records;

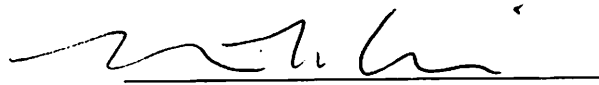
NOW THEREFORE, be it resolved that the Board of Trustees of the Town of Crestone that the following rates are hereby established, and shall be paid, in cash, by any applicant requesting Town records, prior to the applicant's receipt of such records as may be properly disclosed by the Colorado Open Records Act:

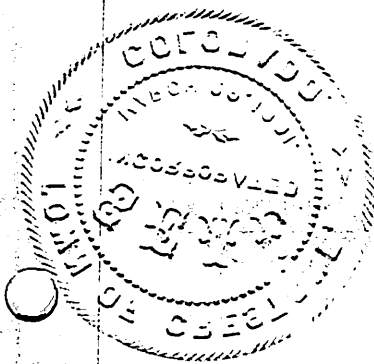
1. Research, retrieval, and assembly of records: \$25.00 per hour (after 1st ½ hour)
2. Copies, one sided page: \$.25 each
3. Copies, double sided page: \$.25 each
4. Facsimile, outgoing: \$1.00 each page
5. Facsimile, incoming: \$.50 each page

This Resolution may be amended from time-to-time to conform to any additional or unforeseen costs of retrieval, and supersedes all previous Resolution and Board policies addressing this issue.

This Resolution shall be effective from and after its passage.

DONE and SIGNED this 8th day of September, 2003.


Kizzen Laki, Mayor



W-1111

LAND MANAGEMENT

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LAND MANAGEMENT



Sam Pace, Trustee



Annie Pace, Trustee



Diane Bairstow, Trustee

Debra Irizarry-Swordy, Trustee

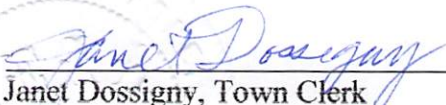


Clyde McDowell, Trustee



Anikke Storm, Trustee

ATTEST:



Janet Dossigny, Town Clerk

