

CITY OF DOVER

RESOLUTION NO. 57

A RESOLUTION OF THE CITY OF DOVER, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO, ADOPTING A PUBLIC RECORDS POLICY; ESTABLISHING CHARGES FOR RECORD REQUESTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council, pursuant to Idaho Code § 9-347, hereby establishes and adopts a Public Records Policy; and

WHEREAS, the City Council desires to establish charges for providing public records to include but not limited to copying and labor costs to cover the actual costs; and

WHEREAS, the City Council held a duly noticed Public Hearing on June 11, 2009, for citizen comment regarding new fees related to Public Records Requests and the administration thereof.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Dover, Bonner County, Idaho, that:

Effective June 11, 2009 the following charges for records requests are hereby set:

Copies less than 10 pages	No charge
Copies up to 100 pages	10¢ per page
Copies over 100 pages	15¢ per page
Administrative costs (over 2hrs)	City's direct cost for time spent (overtime hours shall be charged)
Certified Copies of City Records	\$1.00 per page (Includes affidavit of Clerk)
Extraordinary copies (Maps, electronic media, oversized documents, etc.)	City's direct cost of duplication
Transcriptions	City's direct cost of professional transcription

The City Clerk or Treasurer may require advance payment for the charges established herein.

Upon a motion and a second to approve the foregoing Resolution, the following vote was recorded:

Councilwoman Burge	AYE
Councilwoman Becker	AYE
Councilman Janish	AYE
Councilman Darling	AYE

Upon the above Council vote, the text of the foregoing was duly enacted as a Resolution of the City Council of the City of Dover, Idaho on this 11<sup>th</sup> day of June, 2009.

CITY OF DOVER, BONNER COUNTY, IDAHO

*Paul "Randy" Curless*  
Paul "Randy" Curless, Mayor

ATTEST:

*Kym Holbert*  
Kym Holbert, City Clerk