

RESOLUTION NO. 9503

A RESOLUTION ESTABLISHING A FEE SCHEDULE FOR  
CASE REPORT REQUESTS IN THE  
CITY ATTORNEY'S OFFICE

WHEREAS, the City Commission has set forth fees for various services provided by City Staff; and

WHEREAS, the City Attorney's Office has taken over the release of case reports from the records section of the police department due to issues relating to the confidential criminal justice act and the requirement that reports be reviewed prior to release; and

WHEREAS, the City Attorney's Office has requested the Commission set a fee schedule to cover the costs of preparing and delivering the requested reports; and

WHEREAS, the legislature has previously adopted Montana Code Annotated 50-16-540 which sets forth reasonable fees that may be charged for providing health care information as \$15.00 for administrative fees and 50 cents for each page for a paper copy or photo copy; and

WHEREAS, the City Attorney's Office indicates these fees are in line with the costs of searching, preparing and delivering case reports to individuals and entities that make request;

WHEREAS, the legislature has determined the fees outlined above are reasonable; and

WHEREAS, the City Attorney's Office shall develop a written procedure allowing access and providing case reports for the indigent without charge; and

WHEREAS, these fees specified herein shall only apply to case reports or other documents requested from the City Attorney's Office that fall under the "Montana Criminal Justice Information Act of 1979" as enacted in Montana Code Annotated Title 44, Chapter 5 and specifically to the documents defined as "confidential criminal justice information" by MCA § 44-5-103(3).

NOW THEREFORE BE IT RESOLVED AND ORDERED by the City Commission of the City of Great Falls that the City Attorney's Office charge the following fees relating to the delivery of case reports;

<b>ADMINISTRATIVE FEE:</b>	<b>\$15.00</b>
<b>PHOTOCOPYING FEE:</b>	<b>\$ 0.50 per page</b>
<b>VIDEO TAPE DUPLICATION</b>	<b>\$10.00 (If party brings in a blank tape)</b> <b>\$15.00 (If party does not provide a tape)</b>
<b>PHOTOS RELATED TO CR</b>	<b>\$10.00 per page</b> <b>\$10.00 for all photos saved onto floppy disk(s)</b>

These fees shall be in force immediately upon adoption. The City Attorney's Office shall provide a copy of this resolution to those who regularly request case reports.

PASSED AND ADOPTED by the City Commission of the City of Great Falls, Montana on this 21st day of June, 2005.

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Randall H. Gray, Mayor

ATTEST:

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Peggy Bourne, City Clerk

(SEAL OF CITY)

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Approved for Legal Content: City Attorney

State of Montana     )  
County of Cascade   :ss  
City of Great Falls   )

I, Peggy Bourne, City Clerk of the City of Great Falls, Montana, do hereby certify that the foregoing Resolution No. 9503 was placed on its final passage and passed by the Commission of the City of Great Falls, Montana, at a meeting thereof held on the 21st day of June, 2005, and approved by the Mayor of said City on the 21st day of June, 2005.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of said City this 21st day of June, 2005.

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Peggy Bourne, City Clerk

(SEAL OF CITY)