

**TOWN OF PONCHA SPRINGS
RESOLUTION #2012-3**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PONCHA SPRINGS
ADOPTING A POLICY REGARDING ACCESS TO PUBLIC RECORDS AND ADOPTING
FEES IN ASSOCIATION THEREWITH**

WHEREAS, the Town of Poncha Springs Board of Trustees (“Board”) desires to establish and have the right to amend various fees and charges imposed by the Town *by resolution*, including fees for research, document and photocopies; and

WHEREAS, The Board wishes to designate the Town Clerk as the official Custodian of Public Records; and

WHEREAS, as the official custodian of Town records, the Town Clerk has promulgated a policy regarding access to public records, as authorized by C.R.S. § 24-72-203(1)(a);

WHEREAS, the Board wishes to formally adopt said policy and to authorize the imposition of various fees and charges related to access to public records, as set forth in the policy, by this Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF PONCHA SPRINGS, COLORADO:

Section 1. The Town Clerk of the Town of Poncha Springs shall be the Official Custodian of Public Records for the Town..

Section 2. The Town of Poncha Springs Policy Regarding Access to Public Records, a copy of which is attached to this Resolution, is hereby adopted. Town Staff is hereby authorized to impose and collect those fees and charges set forth in said Policy.

Section 3. Any and all previous Board action establishing fees and charges associated with public records are hereby repealed.

Section 4. This Resolution shall take effect August 30, 2012.

PASSED AND APPROVED this 23rd day of July, 2012.

By: _____
Richard Furton, Mayor

ATTEST:

Diana K. Heeney, CMC, Town Clerk