

Caldwell Police Department

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cpdrecords@cityofcaldwell.org

REQUEST FOR PUBLIC RECORDS

Pursuant to Idaho Public Records Act, Idaho Code § 74-101 et seq.

FEE NOTICE

Idaho Code 74-102(10)(b)(ii)(e) allows our agency to establish fees to recover actual labor and copying costs associated with locating and copying of documents from which nonpublic information must be deleted. The fee is \$42.06 per hour after the first 2 hours and \$0.30 cents per page after the first 100 printed pages. Charges for media may be higher. You will be notified of any fees prior to release. Payment will have to be made before starting the redactions. DVDs of media may be provided upon pre-payment of \$2.00 per disk.

Please be advised that any marked redactions will need to be reviewed by the City Attorney. Additional fees associated with their review will be assessed at their hourly rate of \$63.75 per hour for the City Attorney and \$40.75 per hour (if needed) for the City Attorney Paralegal. You will receive a separate estimate for that review. All payments will have to be made before releasing any redactions.

Under Idaho Code § 74-102(10), public agencies may charge for the actual labor costs associated with locating, reviewing, redacting, and providing access to public records. In accordance with Idaho Public Records Act, Idaho Code § 74-102(10)(e), fees for labor costs shall be charged at the per hour pay rate of the lowest paid administrative staff employee or public official of the public agency or independent public body corporate and politic who is necessary and qualified to process the request. There is no charge for the first two (2) hours of labor. You will be billed accordingly for the remaining time as provided by Idaho Code § 74-102(10)(b).

Please note that certain records may contain confidential, privileged, or exempt information under state or federal law. To ensure compliance with Idaho Public Records Act, we anticipate the need for legal review by the City Attorney's Office.