

**TOWN OF PALISADE, COLORADO  
RESOLUTION NO. 2025-03**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF PALISADE,  
COLORADO, AMENDING THE TOWN'S FEE SCHEDULE REGARDING VARIOUS  
TOWN FEES**

**WHEREAS**, the Board of Trustees is authorized to establish fees charged by the Town,  
and

**WHEREAS**, the Board of Trustees recognizes a need for changes to the current fee  
schedule for the Town of Palisade.

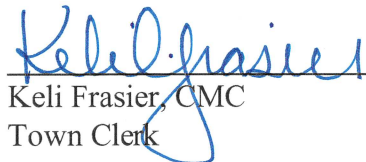
**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF  
TRUSTEES FOR THE TOWN OF PALISADE, COLORADO**, that the amended fee schedule  
attached hereto as Exhibit "A" are adopted as the fee schedule for the Town of Palisade, Colorado,  
effective February 11, 2025.

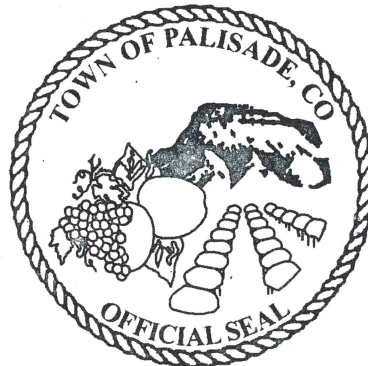
**RESOLVED, APPROVED, AND ADOPTED** this 11<sup>th</sup> day of February 2025.

TOWN OF PALISADE

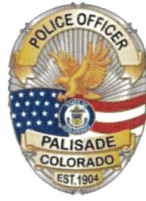
By:   
Greg Mikolai, Mayor

ATTEST:

  
Keli Frasier, CMC  
Town Clerk



**PALISADE POLICE DEPARTMENT**  
175 E 3rd Street PO BOX 128  
Palisade, CO 81526



**FEE SCHEDULE**  
(970)464-5601  
Tues – Fri, 8:30am-4:30pm

Any request estimated to be more than 1 hour requires a 50% deposit before the work begins. Deposits are applied to final charges. Multiple related requests may be combined for the purpose of calculating the time and production costs.

Criminal Justice Records (criminal or non- criminal)	\$10.25 per ¼ hour, \$41.00 per hour
	\$0.25 per printed page
Traffic Accidents (not including photos)	\$10.00
Certified copy of case report / BWC video	\$5.00
First copy free for victims of a criminal case.	
Background Checks	\$10.00 per name
Video / audio request, including Body Worn Camera	\$8.00 per 1/4 hour
Media Production Fee (CD/DVD)	\$10.00 per physical item
VIN Inspections (non-certified)	\$20.00 (payment in advance)
Sex Offender Registration	\$25.00 (initial and annual)
\$0.25 per copied page	
False Security Alarm	\$35.00 each after 4 free annually, or twice in a 30 day period.

**NOTICE TO THE PUBLIC**

All fees charged for release of criminal records of the Palisade Police Department are pursuant to C.R.S. §24-72-306.

Except for records of official actions which must be maintained and released pursuant to Title 24, Article 72, Part 3 of the Colorado Revised Statutes, all criminal justice records, at the discretion of the official custodian, may be open for inspection by any person at reasonable times, except as otherwise provided by law. Title 24, Article 72, Part 3 of the Colorado Revised Statutes authorizes the official custodian to make such rules and regulations with reference to the inspection of records of official actions and criminal justice records as are reasonably necessary for the protection of such records and the prevention of unnecessary interference with the regular discharge of the duties of the custodian or their office pursuant to C.R.S. 24-72-303 and 304

Criminal justice records are released only after the Citizen Advisement form has been acknowledged per C.R.S. §24-72-305.5.

The accuracy of any records, reports or documents from other agencies outside of Palisade Police are not guaranteed for accuracy of completeness, or subject to the rules as stated C.R.S. §24-72-307. If requesting records from an outside agency, it is best to contact them directly.

SEARCH & REDACTION / QUERY – Records Management staff will provide the requestor with an estimated cost for search, review, and redaction on requests subject to an hourly cost. Final costs will be determined by actual time spent searching, reviewing, and redacting records. There is no per-page fee to produce records electronically.

VIN INSPECTIONS—Fees are due in advance, and receipts must be presented at time of inspection.

NOTE: The Palisade Police Department does not perform certified VIN inspections.

Digital or Analog Media—Rates are based on the actual costs for the search, retrieval, and redaction of records.

FALSE SECURITY ALARMS BILLING—Billing completed by Town Finance on a monthly basis. Inquiries on alarms billed may be directed to Police Records 970-549-5009.