

LAKEHAVEN UTILITY DISTRICT  
King County, Washington

**Resolution No. 2010-1167**

A **RESOLUTION** of the Board of Commissioners of the Lakehaven Utility District, King County, Washington, amending Section AA of Resolution No. 2009-1139 to include charges for scanning documents and providing electronic copies of documents on CDs.

**WHEREAS**, the District is required to produce records under the Public Records Act, and

**WHEREAS**, in order to respond to requests for the production of records electronically, it may be necessary to scan documents and/or provide them on compact disks, and

**WHEREAS**, in order to recover the costs of such production, the Board desires to establish a charge for such;

**NOW, THEREFORE, BE IT RESOLVED** as follows:

1. Section AA(i) of Resolution No. 2009-1139 is hereby amended to read as follows:

**AA. Document Reproduction/Recording Charge**

i) The District shall charge for the reproduction of documents the sum of fifteen cents (\$0.15) for each page face copied for standard paper sizes (8-1/2"X11", 8-1/2"X14", 11"X17") and \$1.30 per page face for copies of plan size sheets (24"X36"). The charge shall be collected upon delivery of the documents and shall include any cost to the District for reproduction of the documents by any other person or entity. The District shall include the cost of mailing documents in the total costs to be collected, however, shall not charge for providing customers documents sent by way of the electronic mail system. For large requests, the District may require a deposit as authorized by law. When necessary to provide documents in electronic format, the District shall charge ten cents (\$.10) for each page scanned into electronic format and \$5 for each compact disk provided to transmit electronic data.

2. All other provisions of Resolution No. 2009 -1139 not herein amended shall remain in full force and effect.

**ADOPTED** by the Board of Commissioners of Lakehaven Utility District, King County, Washington, at an open public meeting this 14 day of October, 2010.

ATTEST:

  
\_\_\_\_\_  
President and Commissioner

\_\_\_\_\_  
Yea

\_\_\_\_\_  
Nay

\_\_\_\_\_  
Abstain

