

## Memorandum

To: Chatfield Watershed Authority

From: Russell N. Clayshulte, Administrator

Re: Data Transfer Policy

Date: February 7, 2008

The Authority has established a policy on transfer of water quality data generated through the Authority sponsored monitoring program. Data will be made available to any interested party after receiving a written request to the Authority officers or Authority administrator. The data request must specify the years of interest and should identify the water quality parameters of interest. The cost for hard copy pages is \$1.25 per page. The cost for electronic files transferred on disks or CDs is \$150 per disk or CD, which contains no more than one year (based on the annual monitoring program) worth of data. Any exception to this policy requires specific Authority action. An interested party may view Authority data reports at the Authority's administrative offices (currently the DRCOG offices).