



Curtis Johnson  
Sheriff

# Boulder County Sheriff's Office

EFFECTIVE AUGUST 11, 2010

## **MILEAGE**

Mileage shall be charged at the mileage rate authorized for County officials and employees pursuant to § 30-11-107(1)(t), C.R.S. as amended, for each mile actually and necessarily traveled in serving each writ, subpoena, or other process in an action other than a criminal action. The Sheriff's Office will post the current mileage rate set by the Board of County Commissioners pursuant to § 30-11-107(1)(t), C.R.S. as amended, in a location accessible to the public pursuant to § 30-1-108, C.R.S., as amended.

The Boulder County Sheriff may establish a zone- or zip code-based mileage fee structure. The zone- or zip code-based mileage fee structure shall establish a single mileage fee for the service of any writ, subpoena, or other process in an action, other than a criminal action, in each separate zone or zip code, as applicable, in Boulder County.

The applicable single mileage fee for a zone or zip code shall be charged for all papers served in the zone or zip code regardless of the number of attempts or actual mileage traveled by a sheriff within the zone or zip code during a sheriff's operational period.

The Boulder County Sheriff's Office has established a zone- or zip code-based mileage fee structure as set forth in Appendix "A". The single mileage fees for each zone or zip code in Boulder County as set forth in Appendix "A" are hereby set by resolution and approved by the Board of County Commissioners. The Sheriff's Office will post Appendix "A" in a location accessible to the public pursuant to § 30-1-108, C.R.S., as amended.

## **TWO OR MORE PAPERS SERVED ON THE SAME PERSON OR DIFFERENT PERSONS AT THE SAME TIME AND PLACE IN SAME ACTION**

Pursuant to § 30-1-105.5, C.R.S., as amended, in situations when two or more papers are served on the same person or different persons at the same time and place and in the same action, the Sheriff shall charge the highest individual fee allowable pursuant to § 30-1-104, C.R.S. for the first process and an additional ten dollars (\$10.00) for each subsequent process served. The Sheriff shall charge the single zone mileage based fee for the first process.

## **BILLING ACCOUNTS**

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Headquarters  
5600 Flatiron Parkway  
Boulder, CO 80301  
303-441-3600

Communications · Emergency Management  
3280 Airport Road  
Boulder, CO 80301  
303-441-4444 · 303-441-3390

Jail  
3200 Airport Road  
Boulder, CO 80301  
303-441-4600



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Pursuant to § 30-1-106(2) and (3), C.R.S., as amended, the Boulder County Sheriff's Office has the authority to establish billing accounts for licensed attorneys and licensed collection agencies that have a principle office located in the state of Colorado. The Sheriff's Office Civil Section has the authority to develop standardized procedures for billing the accounts authorized herein, including the ability to suspend the billing privileges of any entity for nonpayment of a fee upon demand or other good cause shown.

**This resolution shall take effect August 11, 2010.  
Adopted by the Board of County Commissioners of Boulder County on  
July 1, 2010.**

## APPENDIX "A"

"Zone Based" mileage fees for the service of civil process by Sheriff's deputies are based on roundtrip mileage from the Boulder County Justice Center, 1777 6th Street, Boulder, to a center point in each of the Sheriff's Office' patrol districts. It is then rounded to the nearest mile (see calculated mileages below).

The fee assessed will be calculated based upon the round trip mileage established for the address where the paper is to be served in the applicable patrol district, multiplied by the current mileage rate set pursuant to § 30-11-107 (1)(t), C.R.S. as amended. This is regardless of the number of attempts made, or the actual number of miles traveled by the deputy in effecting service per operational period, for that day. It is the customer's responsibility to inform the Sheriff's Office Civil Section of the number of days to be attempted for each paper to be served.

The Sheriff's Office Civil Section will be re-locating to the new Sheriff's Office Headquarters building at 5600 Flatirons Parkway, Boulder, sometime in early 2011.

Thereafter, mileage will be calculated in terms of a round trip from the Sheriff's Office Headquarters to the center points of the patrol districts (see calculated mileages below)

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**Sheriff's Office Civil Section – Sheriff's Office Headquarters  
5600 Flatiron Parkway Boulder, Colorado 80301**

Zone One: 70 miles per round trip

Zone Two: 45 miles per round trip

Zone Three: 39 miles per round trip

Zone Four: 27 miles per round trip

Zone Five: 11 miles per round trip

Zone Six: 12 miles per round trip

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# 2024 Mileage 67 cents

