

RESOLUTION NUMBER 11-09

“ESTABLISHING OFFICE POLICY FOR PUBLIC INFORMATION ACCESS AND PRICING
SCHEDULE FOR DIRECTOR OF EQUALIZATION OFFICE AND ESTABLISHING COPY
CHARGES AND FAX CHARGES FOR ALL DEPARTMENTS”

WHEREAS, recent requests for computer generated copies of public information in the McPherson County assessment records have prompted the need for establishment of an office policy and pricing schedule, and

WHEREAS, there is an inherent cost not only to generate records, but to maintain records.

NOW THEREFORE be it resolved that the following fee schedule be established along with the request form, disclaimer information and payment procedure.

Property Record Cards:

Hard Copy	\$0.50 per page plus fax, if applicable
Sent electronically	\$4.00 per parcel

Reports (Hard Copy of PDF):

- \$100/Individual Townships
- \$200/Eureka City
- \$150/Leola City
- \$ 50/Long Lake Town
- \$ 25/Hillsview Town or Wetonka Town
- \$400/ County Wide

A disclaimer will be affixed to all copies (hard copy or electronic) stating the intent of the information is for county purposes only and information contained therein must be verified by the user.

Any copy or report request will not be released prior to receipt of payment and a signed request for Computer-Generated Public Records form

NOW THEREFORE be it further resolved that the fee for making copies, charged by any department, shall be \$0.50 per page. Fax charges for receiving shall be \$0.50 per page and for sending shall be \$2.00 for the first page and \$1.00 per page, thereafter.

ATTEST:

STEVEN SERR
McPherson County Auditor

JEFFREY NEUHARTH
Chairman of the Board of Commissioners

Feickert moved for the adoption of Resolution Number 11-09. Wolff seconded the forgoing motion. Upon roll call vote, thereon, all voted “AYE”. Motion carried, and Resolution 11-09 was declared duly adopted.