

DOUGLAS COUNTY FEE SCHEDULE

Updated June 24, 2015

Policy adopted by the Douglas County Board of County Commissioners on June 24, 2015

Authority to set, update, and maintain a county fee schedule is delegated by the County Commission to the County Administrator or his designee.

Records Subject to Kansas Open Records Act (KORA)

KORA allows agencies to recover "actual costs" for providing access or copies of records. Reviewing and making notes from records available in The fees for any item outside of this Fee Schedule are determined by the Freedom of Information Officer and/or the relevant department.
Freedom of Information Officer: Sarah Plinsky, Assistant County Administrator, splinsky@douglas-county.com

This schedule does not include District Court fees.

<u>Item</u>	<u>Cost</u>
Photocopies	\$0.50/page
REGISTER OF DEEDS	
Emailed documents	\$0.50/page
Fax to local or toll-free long distance	\$1.00/page
Fax to long distance w/ toll	\$2.00/page
Microfilm (duplicate rolls)	current cost of reproduction by third party vendor
CDs	\$2.00 media cost and packaging plus \$0.01/image
Plats (24" x 36" copies, paper or email)	\$5.00
Staff time & assistance	\$20.00/hour prorated by quarter hour
SHERIFF'S OFFICE	
CDs/DVDs	\$5.00 base charge plus staff time
Accident reports	\$5.00 base charge plus staff time
Staff time	\$14.00/hour prorated by quarter hour
Sheriff's Office civil process fees can be viewed at www.dgso.org	
GEOGRAPHIC INFORMATION SYSTEMS (GIS)	
24" custom map	\$5.00 base charge plus staff time
36" custom map	\$10.00 base charge plus staff time
Photo Images: Real Estate (letter or ledger)	\$1.00/page plus staff time
Photo Images: Aerial (letter or ledger)	\$2.00/page plus staff time
All printed & standard maps (i.e. township, zoning, precinct)	\$5.00
Large ownership maps	\$21.43 plus \$1.57 tax
Medium ownership maps	\$14.44 plus \$1.06 tax
Small ownership maps	\$7.45 plus \$0.55 tax
Digital mapping data (CD, DVD, or FTP)	media cost plus staff time
Aerial/Ortho photography (CD, DVD, or FTP)	media cost plus staff time
Staff time	\$25.00/hour prorated by quarter hour (Minimum 1 hour)
PUBLIC WORKS	
All printed & standard maps (i.e. county roads)	\$5.00
MEDIA COSTS	
CD-RW	\$0.25
CD-R	\$0.25
DVD-R	\$0.50
Public access via Internet of records of Land, Register of Deeds, and District	\$30.00 set-up fee plus \$360.00/year
Public access via internet of records of District Court only	\$30.00 set-up fee plus \$120.00/year
DATA REQUESTS	
Program/Query available	\$40.00/hour for processing plus media cost. (If printed, \$8.00/thousand
Program/Query unavailable	\$40.00/hour (programming and processing) plus media cost. (If printed, \$8.00/thousand for form.)