

COUNTY COURT JOURNAL
BEFORE THE BOARD OF COUNTY COMMISSIONERS
FOR TILLAMOOK COUNTY, OREGON

FILED
OCT 24 2018
TASSI O'NEIL
COUNTY CLERK

In the Matter of Setting New Fees,) ORDER
Confirming Certain Existing Fees, and) #18-095
Increasing Other Fees Collected by)
Tillamook County)

This matter came before the Tillamook County Board of Commissioners on October 24th, 2018 at the request of Rachel Hagerty, Chief of Staff. The Board of Commissioners being fully apprised of the representations of the above-named person, finds as follows:

1. The fees collected by the County for providing copies of documents should adequately reimburse the County's costs and expenses for summarizing, compiling, tailoring, or otherwise responding to public records request.
2. The fees should also adequately reimburse the County Counsel costs and expenses for redacting material from public records into exempt or non-exempt records.
3. The service fee currently collected by the County on checks returned for non-sufficient funds (NSF) is only for fees incurred by the bank that are passed on to the County. An additional service fee should be established to adequately reimburse the County for costs and expenses for handling such NSF checks.

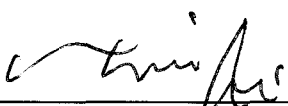
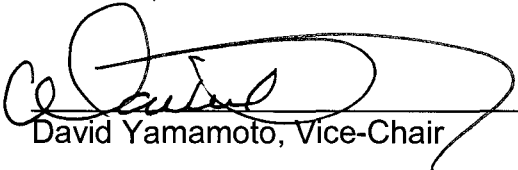
NOW, THEREFORE, IT IS HEREBY ORDERED THAT:

4. For public records requests pursuant to ORS 192.440(3)(a), after first providing written notification to the requestor of the estimated amount of the fee and confirmation of that fee estimate amount by the requestor, the custodian of the records may charge a fee:
 - (a) based on the billable hourly rate of each County employee for making records available, including costs for summarizing, compiling, or tailoring the public records, either in organization or media, to meet the person's request; and
 - (b) based on the billable hourly rate of County Counsel's review of the public records, redacting material from the public records or segregating the public records into exempt and non-exempt records. The fee for County Counsel's time shall not include the time spent by County Counsel in determining the application of the provisions of ORS 192.410 to ORS 192.505.

5. The custodian of any public record may furnish the records without charge or at a substantially reduced fee if the custodian determines that the waiver or reduction of fees is in the public interest because making the record available primarily benefits the general public.
6. For providing copies to the public:
 - (a) a fee of twenty-five cents (\$0.25) per page shall be collected; and
 - (b) Unless otherwise prohibited by law, department heads may use discretion to waive copy charges for requests of six (6) or fewer copies.
7. For the processing of NSF checks, an additional service fee shall be collected that adequately reimburses the County for costs and expenses for handling such NSF checks and is based on the billable hourly rate of each County employee's time incurred during the handling.
8. Order #09-064 is hereby repealed.


Dated this 24th day of October, 2018.

THE BOARD OF COMMISSIONERS
FOR TILLAMOOK COUNTY, OREGON

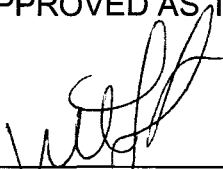
	Aye	Nay	Abstain/Absent
 _____ Tim Josi, Chair	✓	_____	_____ / _____
 _____ David Yamamoto, Vice-Chair	8	_____	_____ / _____
_____ Bill Baertlein, Commissioner	_____	_____	_____ / 8

ATTEST: Tassi O'Neil
County Clerk

APPROVED AS TO FORM:

By: 

 Special Deputy



 William K. Sargent, County Counsel

