

BEFORE THE BOARD OF COUNTY COMMISSIONERS

Klickitat County, Washington

IN THE MATTER OF	}	
AMENDING KLICKITAT COUNTY CODE	}	
TITLE 23 "PUBLIC RECORDS"; CHAPTER 23.01	}	
"PUBLIC RECORDS DISCLOSURE POLICY"; SECTION	}	Ordinance No. O112817
23.01.130 "COPYING AND DELIVERY FEES"	}	

WHEREAS, the Board of County Commissioners, meeting in regular session, and having before it the need to consider amending Klickitat County Code, Title 23 "Public Records"; Chapter 23.01 "Public Records Disclosure Policy"; Section 23.01.130 "Copying And Delivery Fees" due to changes enacted by the legislature under RCW 42.56.120; and

WHEREAS, the Board of County Commissioners have determined that performing a study to calculate the actual costs of providing records is unduly burdensome and the County will therefore charge fees to copy and provide public records not to exceed those permitted by RCW 42.56.120; and

WHEREAS, legal notification was published in *The Goldendale Sentinel* and *The Enterprise* the weeks of November 13<sup>th</sup> and 20<sup>th</sup>, 2017 and posted on the Klickitat County website under Public Notices; and

WHEREAS, a Public Hearing was held at 1:30 PM on the 28<sup>th</sup> day of November 2017, at which time all persons present were given an opportunity to speak for or against the proposed amendment.

NOW, THEREFORE, BE IT ORDAINED, that Section 23.01.130 of the Klickitat County Code, established by Ordinance No. 070516-2, be amended to be worded as follows:

Title 23  
PUBLIC RECORDS

Chapter 23.01  
PUBLIC RECORD DISCLOSURE POLICY

Section 23.01.130 Copying and delivery fees.

(a) Allowed and disallowed charges. There is no fee for inspecting public records. There is no fee for locating public records in response to a request and making the records available for inspection or copying. Other charges are as follows:

Paper copies	15 cents per page
Scanned copies	10 cents per page
Records uploaded to email, cloud-based storage, CD/DVD, or flash drive	5 cents each per every 4 electronic files or attachments
Digital Storage Media Devices (CD/DVD, flash drive)	Actual Cost
Envelope	Actual Cost

Postage  
Transmission of record in electronic format  
Customized Service Charge

Actual Cost  
10 cents per gigabyte  
When the request would require the use of IT expertise to prepare date compilations or when such customized access services are not used by the agency for other business purposes, the agency may charge the actual cost.

(b) Statutory charges. The fee for searching records, research, and/or providing a copy of a public record may be set by statute. Where the state or federal law sets a fee, that fee will be charged. Court papers (RCW 3.62.060); duplication of electronic tapes of a court proceeding (RCW 3.62.060); traffic accident reports (RCW 46.52.085); and Auditor's fees (RCW 36.18.010) are examples.


(c) Payment and deposit of charges. Payment for responsive records and delivery costs must be received before the records will be provided. In the event a request is estimated to exceed \$25, the County may require the requester to deposit an amount not to exceed 10% of the estimated cost prior to the duplication of records.

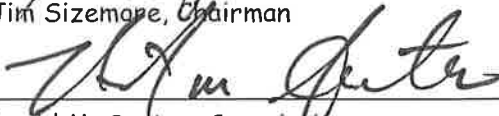
If payment is not received within 30 days of the date the records are made available, the request will be deemed abandoned and will be administratively closed without further communication to the requester.

**BE IT FINALLY ORDAINED** that this ordinance shall be in full force and effect the day following adoption.

DATED this 28<sup>th</sup> day November, 2017.

BOARD OF COUNTY COMMISSIONERS  
Klickitat County, Washington

  
\_\_\_\_\_  
Jim Sizemore, Chairman

  
\_\_\_\_\_  
David M. Sauter, Commissioner  
**Absent**

\_\_\_\_\_  
Rex F. Johnston, Commissioner

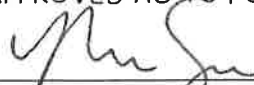
ATTEST:

Clerk of the Board

  
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In and for the County of Klickitat,  
State of Washington

AYE 2  
NAY 0  
ABSTAIN 0  
ABSENT 1

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Rebecca Sells For  
David R. Quesnel, Prosecuting Attorney