



Board of County Commissioners Agenda Request

6A

Agenda Item #

Requested Meeting Date: August 12, 2014

Title of Item: Field Card Fee

<input checked="" type="checkbox"/> REGULAR AGENDA <input type="checkbox"/> CONSENT AGENDA <input type="checkbox"/> INFORMATION ONLY	Action Requested: <input checked="" type="checkbox"/> Approve/Deny Motion <input type="checkbox"/> Adopt Resolution (attach draft)	<input type="checkbox"/> Direction Requested <input type="checkbox"/> Discussion Item <input type="checkbox"/> Hold Public Hearing* <small>*provide copy of hearing notice that was published</small>
Submitted by: Mike Dangers		Department: County Assessor
Presenter (Name and Title): Mike Dangers, County Assessor		Estimated Time Needed: 5 minutes
Summary of Issue: <p>The current Aitkin County Fee Schedule that was adopted by the County Board on June 10, 2014, contains a fee for field cards in the County Assessor's Office. Please see the attached page and note the circled item. This fee is 50 cents per parcel regardless of the method of acquisition of the card.</p> <p>These cards are primarily used by real estate professionals to assist them in performing their services. Significant staff time is spent processing these cards and maintaining requester accounts.</p> <p>The following is a list of what several other counties charge for these exact same field card documents: Carlton County \$5, Cass County \$2 for the card plus \$2 for email or fax, Crow Wing County \$5 for the card plus \$2 for email or fax, Itasca County \$5, Lake County \$3, and St. Louis County \$5.</p>		
Alternatives, Options, Effects on Others/Comments: <p>The increase of this fee does increase the costs of the real estate professionals. However, many of the businesses that do this type of work in Aitkin County already subscribe to a GIS data subscription. This subscription basically eliminates the need to request field cards.</p>		
Recommended Action/Motion: <p>Please approve the increase of this fee in the Aitkin County Fee Schedule from 50 cents per parcel to \$4 per parcel.</p>		
Financial Impact: <p>Is there a cost associated with this request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>What is the total cost, with tax and shipping? \$</p> <p>Is this budgeted? <input type="checkbox"/> Yes <input type="checkbox"/> No <i>Please Explain:</i></p>		

Legally binding agreements must have County Attorney approval prior to submission.

**Aitkin County
 Fee Schedule
 Approved by the Board on June 10, 2014
 Effective June 10, 2014**

Postage expenses shall be borne by requestor.

COMMON FEES

COPIES - Black and White (letter size, legal size, and ledger 11"x17" size)	\$ 0.25	per page (single or double sided)
Plat size (22" x 34")	\$ 3.00	per page (single or double sided)
COPIES - Color (letter size, legal size, and ledger 11"x17" size)	\$ 0.50	per page (single or double sided)
Plat size (22" x 34")	\$ 6.00	per page (single or double sided)
FAX, per page	\$ 1.00	
International Fax Fee	\$ 7.00	first page, \$4.00 each additional page
AS400 OR PRINTED REPORTS	\$ 25.00	minimum or \$0.25 per page, whichever is greater
LABELS	\$ 25.00	minimum or \$3.00 per sheet (30 labels/sheet), whichever is greater
BLUEPRINTS (non copyright)	\$ 5.00	each

ASSESSOR'S OFFICE

FIELD CARDS		
Fax of Field Cards	\$ 0.50	per parcel
Email of Field Cards	\$ 0.50	per parcel
SIMPLE SALES QUERY	\$ 5.00	per query
PARCEL DATA REQUESTS (Large Quantity)	\$ 25.00	or \$0.04 per parcel, whichever is greater
LINK GIS Subscription	\$ 180.00	per year

ATTORNEY'S OFFICE

AUDIO/VIDEO		
Audio CD's	\$ 10.00	
Video Recordings - DVD	\$ 10.00	

AUDITOR'S OFFICE

ASSESSMENT (SPECIAL)		
Admin Set-up	\$ 7.00	per parcel
ASSEMBLY LICENSE	\$ 500.00	plus \$25,000 bond
AUCTIONEER	\$ 20.00	
BEER (3.2%) LICENSE	\$ 40.00	off sale
	\$ 10.00	on sale
	\$ 50.00	on & off sale
BOND INFORMATION REQUESTS / Auditor Tax Certificate	\$ 250.00	each
CONSUMPTION & DISPLAY / Set-Ups	\$ 250.00	each (paid to State)
Temporary Consumption & Display Permit	\$ 25.00	per each date
COPIES See Common Fees Section		
Maps, Black and White, 8 1/2" x 11"	\$ 2.00	
Maps, Color, 8 1/2" x 11"	\$ 3.00	
DANGEROUS DOGS	\$ 25.00	
DITCH AND HWY LIEN RELEASES	\$ 15.00	
FAXES See Common Fees Section		
FIREWORKS	\$ 2.00	Auditor's fee
	\$ 8.00	Sheriff's fee
GAMBLING	Varies	State
JUDGMENT - CONFESSION OF		
Initial Fee	\$ 25.00	per description
Payments on	\$ 2.00	per statement
JUDGMENT COST - Publication	\$ 20.00	per parcel
LIQUOR LICENSE	\$ 100.00	club
	\$ 1,600.00	on sale
	\$ 380.00	off sale
	\$ 120.00	Sunday
PLATS (NEW) - AUDITOR'S FEE	\$ 75.00	plus \$2.00 per lot
PLAT (NEW) - SURVEYORS FEE	\$ 150.00	after 5 lots, \$5.00 per lot
PRECIOUS METALS	\$ 25.00	
REPURCHASE - COST OF FORF. FEE	\$ 100.00	
REPURCHASE - SHERIFF'S COST	\$ 40.00	