



Matt Ehling <info@publicrecordmedia.com>

---

## Data Request

---

Deyo, Sheila M (DNR) <[REDACTED]>  
To: "info@publicrecordmedia.com" <info@publicrecordmedia.com>

Tue, Dec 10, 2013 at 10:37 AM

Mr. Ehling,


The Minnesota Department of Natural Resources received your data request. If you would give me a call at your earliest convenience to help clarify a few points, we'll begin to gather the data. My direct number is [REDACTED]. Also, please know that we do not waive our copy costs. Attached is our copy fee policy.

Best,

Sheila Deyo

---

MN DNR Data Practices Officer [REDACTED]

 **Data Copy Costs.docx**  
16K

## **Data Copy Costs**

### **August 2013**

The Minnesota Department of Natural Resources charges members of the public for copies of government data under Minnesota Statutes, section 13.03, subdivision 3(c).

- Copies must be paid for before we provide them.
- We do not charge for copies if the cost is less than \$10.
- We do not charge to inspect data or to separate public from not public data.
- When data is about the data subject we do not charge for search and retrieval time.

#### **Charges**

**Paper Copies** (black and white, letter or legal size paper copies cost .25 cents for a one-sided copy, or .50 cents for a two-sided copy)

- For 100 or Fewer Paper Copies – .25 cents per page
- For 100 or More Paper Copies - .25 cents per page, plus other actual costs

**For All Other Copies** (data stored electronically, CDs, DVDs, photographs, etc.)

- Actual Costs

#### **Actual Costs**

Actual costs include employee time to search for and retrieve, make, certify, and electronically transmit copies; material costs (CD, DVD, etc.); and mailing costs. The cost of employee time is calculated using the hourly salary of the lowest paid employee able to complete the task, plus 20% for fringe benefits.

Standing Requests - Charges accrued are due after three months and prior to renewal.

At the discretion of the DNR, requestors maybe required to pay up to one-half of the estimated copy cost prior to search and retrieval. Considerations include the amount of data requested, number of locations data is kept, and number of staff required to conduct searches.



Matt Ehling <info@publicrecordmedia.com>

---

## Data Request

---

**Matt Ehling** <info@publicrecordmedia.com>

Tue, Dec 10, 2013 at 1:29 PM

To: "Deyo, Sheila M (DNR)" <[REDACTED]>

Thank you for your message. I will call you shortly.

I expect to pay for copies after the completion of inspection. I will be selecting a limited subset of items to copy once inspection is complete.

Thanks much,

Matt Ehling  
Public Record Media

[Quoted text hidden]