RESOLUTION NO. 25-147

A RESOLUTION OF THE CANYON COUNTY BOARD OF COUNTY COMMISSIONERS ADOPTING REVISED CANYON COUNTY RECORDER FEE SCHEDULES

The following resolution and order was considered and adopted by the Canyon County, Idaho Board of Commissioners ("Board") on this 24th day of July, 2025.

Upon the motion of Commissioner Brooks and the second by Commissioner Van Beek, the Board resolves as follows:

WHEREAS, Idaho Code § 31-801 grants general powers and duties, subject to the restrictions of law, to the boards of county commissioners in their respective counties; and

WHEREAS, Idaho Code § 31-828 grants the Board authority "to do and perform all other acts . . . which may be necessary to the full discharge of the duties of the chief executive authority of the county government"; and

WHEREAS, Idaho Code § 31-870(1) authorizes the Board to "…impose and collect fees for those services provided by the county which would otherwise be funded by ad valorem tax revenues"; and

WHEREAS, Idaho Code §§ 31-870(1) and 63-1311(1) require that the fees imposed and collected by the County must be reasonably related, and not exceed, the actual cost of the services being rendered; and

WHERAS, Idaho Code § 63-1311A requires public notice of such proposed fee increase or fee imposition at a regular or special meeting of the district's governing body; and

WHEREAS, the Canyon County Recorder desires to update the existing fee schedules and adopt new fees; and

WHERAS, the Recorder proposes the adoption of the fee schedules attached hereto as Exhibit A incorporated by reference; and

WHEREAS, the Board of County Commissioners provided proper legal notice of a hearing to be held on July 24, 2025 at 9:30 to consider a resolution establishing revised Canyon County Recorder Fee Schedule and published the notice in the Idaho Press Tribune on the 12th and 19th day of July, 2025; and

WHEREAS, the Board of County Commissioners conducted a public hearing on the above proposed revised Recorders Fee Schedules on July 24, 2025 at 9:30 a.m.

NOW THEREFORE, THE BOARD HEREBY RESOLVES, and finds good cause to adopt the Revised Canyon County Recorder fee schedules as identified in Exhibit A being incorporated by reference herein.

IT IS FURTHER RESOLVED BY THE BOARD, that this resolution shall be effective this 24th day of July, 2025.

✓ Motion Carried Unanimously
_____ Motion Carried/Split Vote Below
_____ Motion Defeated/Split Vote Below

	Yes	No	Did Not Vote
Commissioner Leslie Van Beek	✓		
Commissioner Brad Holton	✓		
Commissioner Zach Brooks	✓		

ATTEST: RICK HOGABOAM, CLERK

By: JROSS
Deputy Clerk

Canyon County
Recording and Copy Fees

Per Idaho code 31-3205

Recording fees

Deeds, Bill of Sale, Trustees Deed, Sheriff Certificate, Quiet Title	$15.00 for the first 30 pages	$3.00 for each page over 30 pages
Mortgages, Deed of Trust, Promissory Notes	$45.00 for the first 30 pages	$3.00 for each page over 30 pages
Substitution of Trustee	$10.00 for the first 30 pages	$3.00 for each page over 30 pages
Deed of Reconveyance, Satisfied mortgage, satisfied mortgage partial	$15.00 for the first 30 page	$3.00 for each page over 30 pages
Power of attorney	$25.00 for the first 30 pages	$3.00 for each page over 30 pages
Tax deed	No fee	-
UCC-1, UCC3 & UCC Termination	$6.00 for 1-2 pages	$12.00 for 3 or more pages
UCC 4 Search	$12.00	Flat fee
Irrigation Liens	$25.00	Flat fee
Military	No fee	-
Prohibition & Removal of Restrictive Covenants	No fee	-
**Any remaining document not listed above (i.e. Judgments, Assignments, Liens, Agreements, CP&F's, Easements, Leases, Foreclosures documents and more)	$10.00 for the first page	$3.00 for each page after

Filing fees

Surveys	$5.00 per page
Plat	$11.00

Copy fees

Records stored electronically and provided electronically	5 cents per image	Records stored electronically and provided printed copy	$1.00 per page
Records stored physically and provided electronically	$1.00 per page	Records stored physically and provided printed copy	$1.00 per page
Certified copies	$1.00 per page +$1.00 for certification		
Postage & Handling fee	Standard envelope (1-4 pages)- $1.05 Large Envelope (5-9 pages)- $2.40 Large Envelope (10-25 pages) -$5.55 Large Envelope (26-50 pages)- $10.75 More than 50 pages please call or email for quote		

EXHIBIT A