

# Milam County Judge

David L. Barkemeyer  
102 South Fannin Ave.  
Cameron, Texas 76520



Phone 254-697-7000  
Fax 254-697-7002  
info@milamcounty.net

## Milam County Public Information Request Policy Statement

Adopted 5/29/18 By a vote of 5 to 0.

It is public policy in Milam County that all public information requests must be submitted via the Milam County website at [www.milamcounty.net](http://www.milamcounty.net). The appropriate form is to be completed electronically and may be found under the "Information" tab under "Public Information Requests".

The County Clerk is the designated Milam County Public Information Official. No other county elected official, department head, or county employee is authorized to receive an outside request for public information. The County Clerk will notify the appropriate department of information requests and the department will then be required to respond to the request and inform the County Clerk of the number of hours expended to fill the request. The County Clerk's office will keep a log of the total hours being expended across all departments to fill public information requests for each individual requestor.

A maximum of 36 hours per year per individual request is authorized for time spent compiling public information per Section 552.275 of the State of Texas Government Code. The current fee set by the State Attorney General is \$15 per hour; the county will adjust this rate as allowed by the AG's office.

  
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David Barkemeyer, County Judge

  
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Opey Watkins, Commissioner, Pct 1

  
\_\_\_\_\_  
Donald Shuffield, Commissioner, Pct 2

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John Fisher, Commissioner, Pct 3

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Jeff Muegge, Commissioner, Pct 4

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