

# Resolution No. 06-17-2021

## A RESOLUTION FOR THE CITY OF SPENCER ESTABLISH A FEE SCHEDULE FOR COPIES REQUESTED PURSUANT TO THE OPEN RECORDS ACT

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SPENCER;

The City of Spencer shall comply in all respects with Oklahoma State Statute Title 51§ 24A.1-29, known as the "Open Records Act."

O.S. 51 § 24A.5. Inspection, copying and/or mechanical reproduction of records.

All records of public bodies and public officials shall be open to any person for inspection, copying, and/or mechanical reproduction during regular business hours, unless exempted by law.

In accordance with the Open Records act and/or resolutions of the City of Spencer, the following fee schedule has been established.

1. No Fee. Where a request has been made for the inspection (only) of open records, no fee shall be charged.
2. A copying fee of no more than \$0.25 per page of each separate document shall be charged for photocopying an open public record, such fee to cover the cost of labor, materials and equipment. A \$1.00 per page fee shall be charged for certified copies.
3. Fee for Mechanical Reproduction. For copying any open public record which cannot be reproduced by photocopying, such as a computer printout or file, a blueprint, a CD or audio tape, the requestor shall be charged the actual cost to the city, including the cost of labor, materials and equipment.
4. Search Fee. A search fee shall be charged a requestor who is using the record solely for a commercial purpose or when the request would clearly cause excessive disruption of the essential functions of the public body.
  - The search fee assessed will be for the direct cost of record search and reproduction. This includes labor and materials. The labor costs will be determined by the rate of pay of the staff member responding to the request.

For clerical personnel is \$15.00 per hour.

For Intermediate Supervisor is \$20.00 per hour

For Professional/Mid-Management Staff personnel is \$25.00 per hour

For Management personnel is \$40.00 per hour

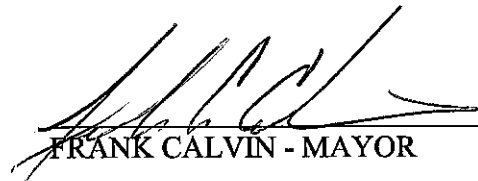
The fee charged to process open record requests is meant only to recover the costs to the city's taxpayers. While the city must protect the integrity and organization of its records and prevent

excessive disruptions of its essential functions, please be assured that city staff shall do its best to provide prompt, reasonable access to the city's records.

The City of Spencer Clerk shall post a written schedule of the fees at City Hall and with the county clerk.

APPROVED BY THE CITY COUNCIL OF THE CITY OF SPENCER on this \_\_\_\_\_ day of June, 2021,

  
Cecilia Taft - Clerk

  
FRANK CALVIN - MAYOR

RESOLUTION NO. 06-07-2021 A

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DEL CITY AUTHORIZING THE DEL CITY FIRE DEPARTMENT TO DONATE A DECLARED SURPLUS 2000 E-ONE 75' AERIAL TRUCK, VIN 4F7HV2496YCO36649, TO THE CITY OF SPENCER, STATE OF OKLAHOMA.**

**WHEREAS**, the City of Del City, Oklahoma has entered an Interlocal Mutual Aid Agreement with the City of Spencer; and

**WHEREAS**, on August 17, 2020, Del City Fire Department declared as surplus 2000 E-One 75' Aerial Truck, VIN 4F7HV2496YCO36649; and

**WHEREAS**, the Spencer Fire Department is in need of an 2000 E-One 75' Aerial Truck, VIN 4F7HV2496YCO36649; and

**WHEREAS**, the City of Spencer has two 3-story apartment buildings, a 3-story church, a large strip mall and a mental health hospital that, in case of need, would be of benefit for the public's general health and safety; and

**WHEREAS**, pursuant to City of Del City Code of Ordinances 2-4.2, it may donate surplus property; and

**WHEREAS**, the equipment donated to the Spencer Fire Department will be valuable to the Spencer Fire Department's operations; and

**WHEREAS**, upon request by Del City Fire Department, Spencer Fire Department will loan the fire truck back to Del City Fire Department; and

**WHEREAS**, when needed the Del City Fire Department and Spencer Fire Department mutually assist the citizens in all service areas to the benefit to all, as stated in the Interlocal Mutual Aid Agreement; and

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Del City that they do hereby approve the donation of a surplussed 2000 E-One 75' Aerial Truck, VIN 4F7HV2496YCO36649 to the City of Spencer, Spencer Fire Department.

**ADOPTED AND APPROVED** by the Mayor and Council of the City of Del City,

Oklahoma, on the 7<sup>th</sup> day of June, 2021.



CITY OF DEL CITY, OKLAHOMA

Floyd Eason  
Floyd Eason, Mayor

Melissa Jones  
Melissa Jones, City Clerk

(Seal)

REVIEWED this 7<sup>th</sup> day of June, 2021, by:

Beverly Palmer  
Beverly Palmer, City Attorney