

ORDINANCE NO. 1660

AN ORDINANCE OF THE CITY OF AMORY, MISSISSIPPI
ADOPTING PROCEDURES FOR PUBLIC ACCESS TO
PUBLIC RECORDS

WHEREAS, the Mississippi Public Records Act of 1983, being Section 25-61-1, et seq., Mississippi Code of 1972, provides the City of Amory may adopt reasonable written procedure concerning the cost, time and place and method of access, and public notice of the procedures for obtaining access to the public records of the City of Amory; and

WHEREAS, the Mayor and Board of Aldermen of the City of Amory deem it to the best interest of the City of Amory that such procedures be adopted in accordance therewith; and

NOW THEREFORE, BE IT ORDAINED, by the Mayor and Board of Aldermen of the City of Amory, Mississippi:

SECTION 1. All public records of the City of Amory, as defined in the Mississippi Public Records Act of 1983, and any amendments thereto, with the exception of those records exempted or privileged by law, are hereby declared to be public property, and any person shall have the right to inspect, copy or mechanically reproduce or obtain a reproduction of any public record in accordance with the procedures set forth herein.

SECTION 2. Requests to obtain inspection or reproduction of such public records shall be made by written request to the office of the City Clerk, and production or denial of the requested records shall be made within seven (7) days from receipt by the City Clerk of such written request. If the City Clerk is unable to produce a public record by the 7th working day after a request is made, the City Clerk must provide a written explanation to the person making the request stating that the record requested will be produced and specifying with particularity why the records cannot be produced within the 7 day period. Unless there is mutual agreement of the parties, in no event shall the date for the public body's production of the requested records be any later than fourteen (14) working days from the receipt by the public body of the original request.

SECTION 3. Denials of a request for access or copies of records shall be made in writing and shall contain a statement of specific exemption relied upon by the public body for the denial. A file of denials shall be maintained for three (3) years from the date thereof, which file shall be made available for inspection and copying during regular office hours to any person upon written request.

SECTION 4. Fees to be paid in advance to cover the cost of searching, reviewing and/or duplicating are hereby fixed as follows:

- For each search of records by the Office of the City Clerk, \$8.00 per hour with a minimum of \$2.00.

- For each page reproduced by the Office of the City Clerk, \$1.00.
- For each mailing of records, \$ 1.00 plus postage.
- For faxing of records, \$ 5.00 up to 20 pages and \$25 for each page over 20 pages.
- For reproduction of a voter registration list for any ward: \$15.00; for reproduction of the City-wide voter registration list: \$25.00.
- For local, City of Amory incident reports and/or accident reports. \$5.00.
- For State, incident reports and/or accident reports, \$15.00.

The City of Amory shall have the right by Resolution approved by the Mayor and Board of Aldermen to modify and/or change the fees pursuant to this SECTION FOUR as necessary to properly cover the cost of searching, reviewing and/or duplicating in the future.

SECTION 5: All other provisions of the Mississippi Public Records Act of 1983, and all amendments thereto, shall apply to the right of access to public records to the City of Amory.

SECTION 6: All ordinances in conflict with this ordinance are hereby repealed and specifically Ordinance No. 1620 is hereby repealed after the effective date of this ordinance.

SECTION 7: This ordinance shall take effect and be in force as provided by law.

The foregoing Ordinance having been reduced to writing and read and considered by Section, and each of said Sections were adopted by the following vote, to wit:

ALDERMEN VOTING "YEA": Buddy Carlisle, John Darden, Tommy Wilkerson, Tony Poss and Bill Lyle

ALDERMEN VOTING "NAY" None

ALDERMEN NOT VOTING: None

WHEREUPON, said Ordinance was put to a vote upon its final passage as a whole and the same was passed and read, with the following vote, to wit:

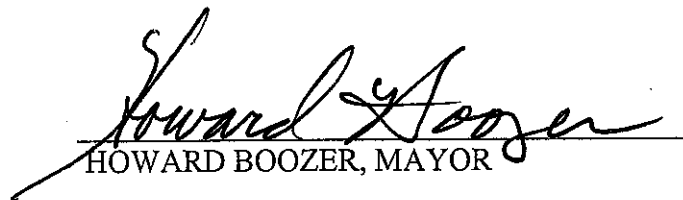
ALDERMEN VOTING "YEA": Buddy Carlisle, John Darden, Tommy
Wilkerson, Tony Poss, and Bill Lyle

ALDERMEN VOTING "NAY": None

ALDERMEN NOT VOTING: None

WHEREUPON, the Mayor declared said Ordinance approved, passed and
adopted.

This the 4th day of May, 2010.


HOWARD BOOZER, MAYOR

ATTEST:


GLENN HOWELL, CITY CLERK

ORDINANCE NO. 1620

AN ORDINANCE OF THE CITY OF AMORY, MISSISSIPPI
ADOPTING PROCEDURES FOR PUBLIC ACCESS TO
PUBLIC RECORDS

WHEREAS, the Mississippi Public Records Act of 1983, being Section 25-61-1, et seq., Mississippi Code of 1972, provides the City of Amory may adopt reasonable written procedure concerning the cost, time and place and method of access, and public notice of the procedures for obtaining access to the public records of the City of Amory; and

WHEREAS, the Mayor and Board of Aldermen of the City of Amory deem it to the best interest of the City of Amory that such procedures be adopted in accordance therewith; and

NOW, THEREFORE, BE IT ORDAINED, by the Mayor and Board of Aldermen of the City of Amory, Mississippi:

SECTION 1. All public records of the City of Amory, as defined in the Mississippi Public Records Act of 1983, and any amendments thereto, with the exception of those records exempted or privileged by law, are hereby declared to be public property, and any person shall have the right to inspect, copy or mechanically reproduce or obtain a reproduction of any public record in accordance with the procedures set forth herein.

SECTION 2. Requests to obtain inspection or reproduction of such public records shall be made by written request to the office of the City Clerk, and production or denial of the requested records shall be made within fourteen (14) days from receipt by the City Clerk of such written request.

SECTION 3. Denials of a request for access to or copies of records shall be made in writing specifying the reasons for denial. A file of all denials shall be maintained for three (3) years from the date thereof, which file shall be made available for inspection and/or copying during regular office hours to any person upon written request.

SECTION 4. Fees to be paid in advance to cover the cost of searching, reviewing and/or duplicating are hereby fixed as follows:

- > For each search of records by the Office of the City Clerk, \$8.00 per hour with a minimum of \$2.00.
- > For each page reproduced by the Office of the City Clerk, \$1.00.
- > For each mailing of records, \$1.00, plus postage.
- > For each faxing of records, \$5.00 for up to 20 pages and \$.25 for each page over 20 pages.
- > For reproduction of a voter registration list for any ward: \$15.00; for reproduction of the City-wide voter registration list: \$25.00
- > For local, City of Amory incident reports and/or accident reports, \$5.00

> For State, incident reports and/or accident reports, \$15.00.

SECTION FIVE: All other provisions of the Mississippi Public Records Act of 1983, and all amendments thereto, shall apply to the right of access to public records or the City of Amory.

SECTION SIX: All ordinances in conflict with this Ordinance are hereby repealed and specifically Ordinance No. 1467 and Ordinance No. 1547 are hereby repealed after the effective date of this ordinance.

SECTION SEVEN: This Ordinance shall take effect and be in force as provided by law.

The foregoing Ordinance having first been reduced to writing and read and considered by Section, and each of said Sections were adopted by the following vote, to-wit:

ALDERMEN VOTING 'YEA': Glen Bingham, Dan Rogers, John E. Darden, Tony Poss and Peggie Wilkerson

ALDERMEN VOTING 'NAY': None

ALDERMEN NOT VOTING: None

WHEREUPON, said Ordinance was put to a vote upon its final passage as a whole and the same was passed as read, with the following vote, to-wit:

ALDERMEN VOTING 'YEA': Glen Bingham, Dan Rogers, John E. Darden, Tony Poss and Peggie Wilkerson

ALDERMEN VOTING 'NAY': None

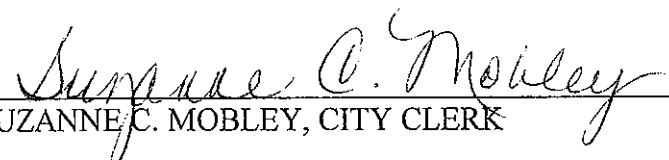
ALDERMEN NOT VOTING: None

WHEREUPON, the Mayor declared said Ordinance approved, passed and adopted.

This the 17th day of January, 2006.


HOWARD BOOZER, MAYOR

ATTEST:


SUZANNE C. MOBLEY, CITY CLERK

REQUEST TO EXAMINE AND/OR OBTAIN COPIES OF PUBLIC RECORDS

I hereby request access to the following public records of the City of Amory:

(Attach additional page if necessary.)

I do not desire copies, but only the right to examine these records, and I agree to pay in advance the sum of \$8.00 per hour with a minimum of \$2.00 for the necessary search of records by City personnel;

OR:

I request that the City mechanically reproduce copies of the requested records, and I agree to pay in advance for this service the sum of \$8.00 per hour with a minimum of \$2.00 for the necessary search of records by City personnel, the sum of \$1.00 for each page mechanically reproduced by the City, and the additional sum of \$1.00, plus postage, for any mailing of copies.

OR:

I request that the City mechanically reproduce copies of the requested records, and I agree to pay in advance for this service the sum of \$8.00 per hour with a minimum of \$2.00 for the necessary search of records by City personnel, the sum of \$1.00 for each page mechanically reproduced by the City, and the additional sum of \$5.00 for up to 20 pages and \$.25 for each page over 20 pages transmitted by facsimile.

I request a listing by ward of registered voters. I understand the cost for producing this listing for me is \$15.00.

I request a listing of all registered voters. I understand the cost for producing this listing for me is \$25.00.

I request a copy of a local complaint/incident or accident report, as listed above. I understand the cost for producing this report for me is \$5.00.

I request a copy of a State accident report. I understand the cost for producing this listing for me is \$15.00.

I understand that if my request for access to or copies of the above records is denied because of statutory restrictions, I will be so advised in writing with a statement of the specific reasons for denial.

This the _____ day of _____, 200__.

Signature of Requestor

Mailing address: _____

Phone Number _____

Fax Number _____