

**THE FOLLOWING ORDINANCE WAS SPONSORED BY COUNCIL MEMBER  
DISCON; MOVED BY COUNCIL MEMBER ZUCKERMAN SECONDED BY  
COUNCIL MEMBER STRONG-THOMPSON**

**ORDINANCE NO. 24-45**

**AN ORDINANCE OF THE COUNCIL OF THE CITY OF MANDEVILLE AMENDING  
DIVISIONS 11 OF APPENDIX C (FEES AND FINES) OF THE CITY OF  
MANDEVILLE CODE OF ORDINANCES AND PROVIDING FOR OTHER MATTERS  
IN CONNECTION THEREWITH**

**WHEREAS**, the City Council of Mandeville approved and codified Section 11-22 of the City of Mandeville Code of Ordinances, which allows the City to charge reasonable fees incurred as a result of any public records request and said fees are set forth in Division 11 of Appendix C of the City of Mandeville Code of Ordinances;

**WHEREAS**, the City Council desires to amend Division 11 of Appendix C (fee schedule) of the Code of Ordinances to proposed fee schedule changes to better reflect the costs incurred as a result of the requests for said records;

**NOW, THEREFORE, BE IT ORDAINED**, by the City Council of the City of Mandeville, that Division 11 of Appendix C of the City of Mandeville Code of Ordinances be amended to read:

**NOW, THEREFORE, BE IT FURTHER ORDAINED**, by the City Council of the City of Mandeville, that Appendix C, Fees and Fines of City of Mandeville Code of Ordinances be amended to read:

DIVISION 11

OFFENSES AND MISCELLANEOUS PROVISIONS

***Sec. 11-22. Public records request fee schedule***

(1)	Copies- black and white	<b>\$.50</b>	per page
(2)	Copies- color	<b>\$1.00</b>	per page
(3)	Maps	<b>\$5.00</b>	8.5 x 11
		<b>\$7.00</b>	8.5 x 14
		<b>\$10.00</b>	11 x 17
		<b>\$35.00</b>	30 x 40
		<b>\$25.00</b>	map on flash drive
(4)	CD/DVD reproduction	<b>\$15.00</b>	0-1 hour
		<b>\$20.00</b>	1-2 hours

		<b>\$25.00</b>	2-3 hours
		<b>\$30.00</b>	3-5 hours
		<b>\$35.00</b>	5-6 hours
(5)	Police incident reports, one to ten pages in length	<b>\$25.00</b>	Per report
	Police incident reports, more than ten pages in length	<b>\$1.00</b>	Per additional page
(6)	Accident report	<b>\$20.00</b>	Per report
(7)	Witness statements	<b>\$1.00</b>	Per page
(8)	Axon Body Cam/ in-car videos (email only)	<b>\$30.00</b>	Per video
(9)	Police investigation photographs	<b>\$1.00</b>	Each photograph
(10)	Letter of good conduct for visa or other purposes	<b>\$25.00</b>	Per letter
(11)	Fingerprint card	<b>\$25.00</b>	Per card
	Additional fingerprint card	<b>\$15.00</b>	Per additional card
(12)	911 Calls and radio traffic	<b>\$50.00</b>	Per incident number
(13)	Document transcription (at the then prevailing customary report rate; plus any additional funds needed)	<b>\$250.00</b>	Deposit plus final invoice
(14)	After-hours review and copying: if the amount of documents or records requested is too vast to reasonably & timely review, count and copy during normal working hours, the party making the request must contact the legal department to schedule a time and place for such after-hour review. There shall be a maximum three-hour after-work-hours appointment at the cost of two hundred fifty dollars (\$250.00) per appointment in order for the party to view the requested documents at city hall. Each after hour review shall be deemed separate for the purpose of payment. During such review(s), the party may designate a list of documents to be copied, and the city will prepare the documents and provide the requested documents as per law.		
(15)	It is specifically determined by the City that any document or material transferred to any media (i.e., such as more than one map transferred to digital CD/DVD media or flash drive), then each document transferred shall be considered as separate items. For example, three (3) one-page documents transferred to a CD shall be considered as three (3) pages at fifty cents (\$.050) plus the cost of media. The requesting party shall be responsible to pay the cost of each document transferred and		

	the hereinabove scheduled cost of the applicable media used.		
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**BE IT FURTHER ORDAINED** that this Ordinance shall take effect immediately upon the signature of the Mayor.

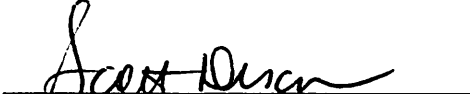
**BE IT FURTHER ORDAINED** that the Clerk of this Council be, and she is hereby authorized and empowered to take any and all actions which she, in the exercise of her discretion, deems necessary to promulgate the provisions of this Ordinance.

The Ordinance being submitted to a vote, the vote thereon was as follows:

- AYES: Zuckerman, McGuire, Strong-Thompson, Vogeltanz, Discon
- NAYS: 0
- ABSTENTIONS: 0
- ABSENT: 0

and the Ordinance was declared adopted this 9th day of January, 2024.

  
Alicia Watts  
Clerk of Council

  
Scott Discon  
Council Chairman

**SUBMITTAL TO MAYOR**

The foregoing Ordinance was **SUBMITTED** by me to the Mayor of the City of Mandeville this 13<sup>th</sup> day of January, 2025 at 1:30 o'clock Pm.

Alicia Watts

Alicia Watts, CLERK OF COUNCIL

**APPROVAL OF ORDINANCE**

The foregoing Ordinance is by me hereby **APPROVED**, this 14<sup>th</sup> day of January, 2025 at 9:15 o'clock a. m.

L. Clay Madden  
L. Clay Madden, MAYOR

**VETO OF ORDINANCE**

The foregoing Ordinance is by me hereby **VETOED**, this \_\_\_\_\_ day of \_\_\_\_\_, 2025, at \_\_\_\_\_ o'clock \_\_\_\_\_. m.

\_\_\_\_\_  
L. Clay Madden, MAYOR

**RECEIPT FROM MAYOR**

The foregoing Ordinance was **RECEIVED** by me from the Mayor of the City of Mandeville this 14<sup>th</sup> day of January, 2025 at 10 o'clock a. m.

Alicia Watts

Alicia Watts, CLERK OF COUNCIL

**CERTIFICATE**

**I, THE UNDERSIGNED** Clerk of the City Council of the City of Mandeville do hereby certify that the foregoing is a true and correct copy of an ordinance adopted by the City Council of the City of Mandeville at a duly noticed, called and convened meeting of said City Council held on the 9<sup>th</sup> day of January, 2025 at which a quorum was present and voting. I do further certify that said Ordinance has not thereafter been altered, amended, rescinded, or repealed.

**WITNESS MY HAND** and the seal of the City of Mandeville this 14<sup>th</sup> day of January, 2025.

Alicia Watts

Alicia Watts, CLERK OF COUNCIL