

**EXCERPT OF THE MINUTES OF WEST FELICIANA PARISH POLICE JURY
TAKEN DURING ITS REGULAR MEETING OF MAY 11, 2010.**

The PM stated a couple of months ago a proposal was submitted on the fee schedule for copies which was not approved. He provided and reviewed a new proposed fee schedule that is on a sliding scale for public record requests. Ms. Williams said this was discussed in the Finance Committee and she thought the members had thought it would be best to leave at twenty-five cents a page. She is not sure where it was decided to charge a \$1.00 a page for part and fifty cents for the other. The PM responded what was discussed in the meeting two months ago was to come back with another proposal and what has been put forward to this body today. Ms. Williams keep referring to what occurred at the Finance Committee and the President stated it was not conclusive. Mr. Roach moved the fee schedule as presented be adopted which Mr. Shoemake seconded. Ms. Williams wanted to know what was the logic was charging a \$1.00 a page for 6 – 25 pages. The PM answered when the matter came up before Mr. Reinhardt, the IT Director, went through an exhausted analysis of what the cost is to the Parish to produce actual pages for reproduction. It is about ninety-seven cents. Now we are trying to make up with a lower schedule that would not allow the Parish to lose substantial amount of dollars as we respond to public requests. Ms. Williams interjected what was discussed at the Finance Committee that we were going to speak with someone with a copying company and see what it cost per page. She thinks that was determined to be about twenty-one cents per page. The PM stated he has never seen the twenty-one cents per page and did not know where Ms. Williams got that information from. The PM stated that the information initially gotten from the copying company was the initial proposal was made two months ago. Ms. Williams stated that while you can charge whatever you want, the point is that you should charge something so if people want to get copies it is not a burden. The President stated for the record that it never got to a point of a consensus at the Finance Committee because the meeting was long and did not get to a consensus of agreement for recommendation to this body. The President stated there is a motion and second. On a roll call vote, Cobb, Shoemake, Roach and Dawson voted in favor. Williams, Stevens and Wilson voted against. Motion passed on a 4-3 vote.

The following is the copy fee schedule as adopted:

Public records pricing guidelines: For public records 8.5” by 11”

***First 5 pages \$0.25 per page**

- *\$1.00 per page for pages 5-25
- *\$0.50 per page for pages 26-500
- *\$0.25 per page thereafter
- Plus actual postage
- Add .02 per page for Ledger size (8.5”x14”)
- Add .05 per page for Super b/A3 (11”x17”)
- **For x-rays, microfilm, electronic, and imaging media:** Reasonable reproduction costs

Public Map Pricing

Map Size	U.S. Size	Metric Equivalent	Original	Additional Copies	PDF
			New generation only from existing GIS layers	Existing only	Free if existing
Legal	8.5 x 11 inches	216 x 279 mm	\$21.40	See note*	\$20.00
B (ledger)	8.5 x 14 inches	216 x 356 mm	\$21.79	\$6.79	\$20.00
Super B/Super A3	11 x 17 inches	279 x 432 mm	\$22.81	\$7.81	\$20.00
C	13 x 19 inches	330 x 483 mm	\$23.71	\$8.71	\$20.00

D	17 x 22 inches	432 x 559 mm	\$25.61	\$10.61	\$20.00
E	22 x 34 inches	559 x 864 mm	\$31.22	\$16.22	\$20.00
	34 x 44 inches	864 x 1118 mm	\$42.44	\$27.44	\$20.00