

# Town of Arnaudville

## Ordinance 07-24

### An Ordinance setting the Public Records Fee Schedule

In accordance with the provisions of La. R.S. 44:32, which permits the collection of reasonable fees for copies provided pursuant to requests for public records, including the transmission of electronic copies of public records, the Town of Arnaudville has adopted and is publishing the following fee schedule.

#### Paper or Electronic Copies:

For paper or electronic copies of records, requesters will be charged at a rate of \$1 per page.

#### Requests for Email Communications:

When a request for emails or text is processed, each email or text produced will be treated as a single copy.

When submitting such requests, please provide: 1) terms; 2) date parameters; 3) whose accounts you want searched.

#### Flash Drives:

For productions of voluminous data that must be placed on a flash drive, the cost is \$35 per flash drive.

#### Affidavits:

For affidavits verifying the authenticity of documents produced, the cost is \$35 per affidavit.

#### Audio Files:

Audio files furnished a cost \$15 per file.

#### Payment Procedure:

Once a request is submitted and responsive documents are identified, you will be notified of the estimated cost of production. Payment must be made in advance of or contemporaneously to the production of documents by check or money order payable to the "Town of Arnaudville."

Public records requests may be dismissed as a result of failure to pay costs. See La. R.S. 44:32.

#### Questions:

Should you have any questions, please feel free to contact The Town of Arnaudville at 337-754-5911 and they will make every effort to assist you.

Said Ordinance having been introduced on December 17, 2024 and notice of Public Hearing having been published, said Public Hearing having been the title having been read and the Ordinance considered, a record vote was taken, and the following results were had:

Moved By: Debbie Kidder Seconded by: John Ray Taylor

Yeas: Ginger LeCompte, yea, Debbie Kidder, yea, John Taylor, yea


Nays: 0

Absent: Suzanne Stelly

Abstained: 0

Attest:

  
Dolores R. Quebedeaux, Town Clerk

  
Todd Meche Mayor

I, Dolores R. Quebedeaux, Clerk of the Town of Arnaudville, Louisiana do hereby certify that the above Ordinance was adopted by the Board of Aldermen at a Meeting on Date: January 30, 2025.