

RESOLUTION NO. 25-07292025

A RESOLUTION ADOPTING A FEE SCHEDULE FOR VIDEO RECORD REQUESTS MADE TO THE VILLAGE OF RICHWOOD POLICE DEPARTMENT

WHEREAS, on January 2, 2025, Ohio Governor Mike DeWine signed into law House Bill 315, which authorizes state and local law enforcement agencies to recover the actual cost of preparing video records, including but not limited to activities such as retrieval, download, review, redaction, seeking legal guidance, and production of the video;

WHEREAS, the Village of Richwood Police Department wishes to recover such actual costs incurred in responding to public records requests for body worn camera (BWC) and cruiser camera footage, in accordance with the provisions of Ohio Revised Code §149.43 as amended;

WHEREAS, the Police Department has developed a fee schedule consistent with the requirements and limitations set forth in House Bill 315;

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Richwood, Union County, Ohio, that:

SECTION 1.

The Village of Richwood hereby adopts the "Fee Schedule for Video Record Requests" as attached hereto and incorporated herein by reference, effective as of July 24, 2025. This policy shall govern the cost recovery procedures for public records requests for video records maintained by the Village of Richwood Police Department.

SECTION 2.

The fee schedule includes a charge of \$50.00 per hour for preparation of each video record, with a maximum fee not to exceed \$750.00 per video record. A nonrefundable \$50.00 deposit is required before preparation begins, and all fees shall be calculated in accordance with the "actual cost" definition provided in H.B. 315 and Ohio law.

SECTION 3.

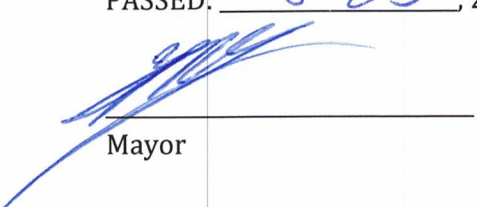
The Village Administrator or Police Chief is authorized to take all necessary steps to implement this policy, including providing cost estimates, collecting fees, and ensuring compliance with the Ohio Public Records Act.

SECTION 4.

For video records of critical incidents involving the discharge of a deadly weapon by a Department officer at a person, the Department shall produce the redacted video record

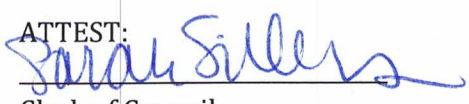
without cost to the requester within a reasonable period of time, consistent with R.C.
149.43(B)(1).

PASSED: 8.25, 2025



Mayor

ATTEST:



Clerk of Council

First Reading 7.28.25
Second Reading 8.11.25
Third Reading 8.25.25
Passed August 25, 2025