

Oklahoma City Urban Renewal Authority
105 N. Hudson Ave., Ste 101
Oklahoma City, OK 73102

Fees to provide copies of public records

§ 60-2-1. - Copies of existing public records

Except as otherwise provided in this schedule or by State statute, the fees for copying of existing public records of the Urban Renewal Authority pursuant to a request made pursuant to the Oklahoma Open Records Act shall be as follows:

A. Paper photocopy of an existing public record, including a paper copy of an existing electronic public record, per page not exceeding eight and one-half-inch by 14-inch in size, \$0.25.

B. Copy of an existing oversized public record (with "oversized" meaning existing public records available in the specific sizes indicated below):

(i) Mylar sheet (line drawing)

- 24" x 36"
Black and white - \$3.73

(ii) Mylar sheet (image/aerial photo)

- 24" x 36"
Black and white - \$18.65

(iii) Image/aerial photo 1

- 11" x 17"
Color - \$ 5.41, Black and white - \$2.79
- 17" x 22"
Color - \$ 8.37, Black and white - \$4.31
- 24" x 36"
Color - \$ 11.81, Black and white - \$6.08
- 36" x 42"
Color - \$ 17.72, Black and white - \$9.12
- 42" x 42" or larger
Color - \$ 20.67, Black and white - \$10.64

(iv) Line drawing 2

- 11" x 17"
Color - \$ 1.62, Black and white - \$0.56
- 17" x 22"
Color - \$ 2.51, Black and white - \$0.86
- 24" x 36"
Color - \$ 3.54, Black and white - \$1.22
- 36" x 42"
Color - \$ 5.32, Black and white - \$1.82

- 42" x 42" or larger
Color - \$ 6.20, Black and white - \$2.13

1 "Image/aerial photo" includes but is not limited to zoning maps, subdivision maps, and aerial photos. 2 "Line drawing" includes but is not limited to engineering plans, atlas sheets, and contour maps.

C. Electronic copy of existing computer data or document(s) onto City-issued disc, electronic copy of existing computer-generated report(s) onto City-issued disc, copy of an existing CD onto City-issued CD, and/or copy of an existing DVD onto City-issued DVD, per disc, \$4, plus the following additional charge, as applicable in specific cases: the actual cost of any hardware and software that are not in the possession of the public body, that would not otherwise generally be required or used by the public body, and that are specifically required to fulfill the request and reproduce the record in computer-readable format with deletion of confidential data.

D. Expedited copy of existing flood zone and flood map public record for each tract or description of land requested (includes cost of materials and labor directly attributable to making an expedited copy of existing flood zone and flood map information) \$25.

E. Copy of an existing photograph:

- (1) One five-inch by seven-inch photograph provided as a picture on photo paper, \$3
- (2) One or more photographs provided as an electronically recorded file on City-issued media (CD, DVD), per disc, \$4.

F. Additional fee to recover the direct cost of total time spent searching and copying existing public record(s), to be charged only when the request:

- (1) Is *solely* for commercial purpose(s); or
- (2) Would clearly cause an excessive disruption of essential City functions, as determined by the City Manager or his designee, calculated for each one minute of time spent to search and copy, \$0.30 per minute; provided, in no case shall this additional fee be charged when the release of records is in the public interest, such as the release of records to the news media, scholars, authors, or taxpayers seeking to determine whether City officers or employees are honestly, faithfully, and competently performing their duties as public servants.

G. Payment in advance of the above fees for copies of existing public records may be required by the department director or his/her designee.

If the cost of a request is expected to exceed \$40, a staff member will send an estimate to the requestor. Once the requestor confirms to pay the estimated costs, a staff member will begin compiling the records. If a requestor does not respond within 10 days, the file will be closed.