



## **DISTRICT PUBLIC RECORDS REQUESTS & COPY COSTS**

The Lexington Oaks Community Development District (the "District") will provide access and/or copies of District records (except exempt records) to any person upon receipt of a written request by the District Manager and payment of the reproduction costs set forth below, if applicable, all in accordance with requirements of Chapter 119, Florida Statutes. All such records shall be made available by the District for inspection and review at the location where the records are maintained, including the offices of the District and the District Manager.

1. Copy or reproduction costs shall be 15¢ per page, up to 8.5" x 14" in size, and 20¢ per page (same size) for two (2) sided copies. For all other copies, the cost shall be the actual cost of duplication of the record.
2. If the nature or volume of records requested to be inspected or copied requires extensive use of information technology resources or extensive clerical or supervisory assistance by the personnel of the District or the District Manager, or both, the District may charge, in addition to the actual cost of duplication, a special service charge, which shall be reasonable and based on the actual cost incurred for such extensive use of information technology resources or the labor cost of personnel providing the services, or both.
3. In the case of requests for review and/or copies of electronic surveillance records from the District's security cameras and security system (except exempt records), which requires the extensive use of information technology resources and extensive clerical or supervisory assistance, a special service charge will be made to the requesting party at the rate of \$12.50 per half hour (\$25.00 per hour), for each half hour or part thereof required. The requesting party shall be required to pay an advance deposit before the records are reviewed, which deposit shall be credited against the special service charge incurred. The Board of Supervisors has determined that the special service charge for the review and/or copies of such records is comparable to the actual cost incurred by the District.
4. The cost for copies of other records shall be as provided for in Chapter 119, Florida Statutes.