



Jessica Szilagyi
P.O. Box 717
Jesup, GA 31598

February 12, 2018

Records Clerk
City of Oak Park
3857 Harrington Street
Oak Park, GA 30436
Submitted via email to mslaterclerkoppd@gmail.com

Dear Clerk of Records:

Under the **Georgia Open Records Act § 50.18.70 et seq.**, I am requesting an opportunity to inspect or obtain copies of public records that **pertain to the operations of the City of Oak Park**. Specifically, I would like to obtain documentation relating to:

1. The 2015, 2016, 2017, and 2018 proposed budgets for the Oak Park Police Department;
2. The 2015, 2016, and 2017 actual budgets for the Oak Park Police Department;
3. The job description for any and all city clerk positions in the City of Oak Park;
4. A salary schedule with current approved salaries for all employees currently employed by the City of Oak Park;
5. Bank statements for the 501(c)3 bank account hosted by the City of Oak Park for the purpose of the Shiners nonprofit for the period beginning January 2016 and ending December 2017;
6. The current fine schedule for the Oak Park Police Department;
7. The City Financial Audits for the City of Oak Park for 2014, 2015 and 2016;

Additionally, I would like to review all (a) Oak Park Police Department citations issued January 1 2017 to December 31, 2017, and (b) all financial bank statements for all bank accounts held by the City of Oak Park (Excluding the Shiners 501(c)3 account) for the time period January 2017 and ending December 31, 2017. Please keep in mind that I am only asking to review these documents in office and, therefore, there is no need for redaction or copies.

If there are any fees for searching for these records, please inform me if the cost will exceed \$ 25.00. However, I am requesting for documents to be provided electronically, per the law, to avoid the cost of copies.

The Georgia Open Records Act requires a response time within three business days. If access to the records I am requesting will take longer than three days, please contact me with information about when I might expect copies or the ability to inspect the requested records.

If you deny any or all of this request, please cite each specific exemption you feel justifies the refusal to release the information and notify me of the appeal procedures available to me under the law.

Thank you for considering my request.

Sincerely,

Jessica Szilagy

770.265.1404