

PUBLIC RECORDS REQUEST FORM

The Tennessee Public Records Act (TPRA) grants Tennessee citizens the right to access open public records that exist at the time of the request. The TPRA does not require records custodians to compile information or create or recreate records that do not exist.

To: City Administrator or his/her designee, City of Morristown, City Center, P.O. Box 1499, 100 West 1st North Street, Morristown, TN 37816-1499, phone 423-581-0100, email cityclerk@mymorristown.com

From: Name of Requestor _____

Requestor's Contact Information to include address, email address and contact phone number

Is the requestor a Tennessee citizen? ☐ Yes ☐ No

Request: ☐ Inspection (The TPRA does not permit fees or require a written request for inspection only.¹)

☐ Copy/Duplicate

If costs for copies are assessed, the requestor has a right to receive an estimate. Do you wish to waive your right to an estimate and agree to pay copying and duplication costs in an amount not to exceed \$_____ If so, initial here:_____.

Delivery preference: ☐ On Site Pick-Up ☐ USPS First-Class Mail
☐ Electronic ☐ Other: _____

Records Requested:

Provide a detailed description of the record(s) requested, including: (1) type of record; (2) timeframe or dates for the records sought; and (3) subject matter or key words related to the records. Under the TPRA, record requests must be sufficiently detailed to enable a governmental entity to identify the specific records sought. As such, your record request must provide enough detail to enable the records custodian responding to the request to identify the specific records you are seeking.

Signature of Requestor & Date

Signature of Public Records Request Coordinator & Date Received

¹Note, Tenn. Code Ann. § 10-7-504(a)(20)(C) permits charging for redaction of private records

To Whom It May Concern:

Pursuant to the Tennessee Public Records Act, I hereby request the following records:

Copies of all records from the Morristown police department referencing the department's relationship with the company Flock Safety to install automated license-plate readers (ALPRs), including but not limited to the following:

- Flock transparency portals and reports
- Flock vendor agreement
- Purchase orders
- Flock network audits
- Flock logs
- Contracts between the department and Flock
- Flock sales pitches and recruitment materials
- Meeting minutes
- Training materials, including but not limited to presentations, powerpoint slides, and videos
- Any and all communications, including but not limited to emails, email attachments, text messages, voice mail messages, between agency officials and Flock employees

When making this request, please make sure to search the following key terms:

- Flock
- Flock Safety
- "@flocksafety.com"

I would like these records in electronic format, transmitted via email or other digital method; please refrain from sending paper copies of the records. If you anticipate that providing me with all responsive records will take longer than two weeks, I ask that you provide records to me on a rolling basis as they become available. In any event, do not destroy any records that may potentially contain responsive documents.

If you determine that any of the information I've requested qualifies for an exemption from disclosure, I ask you to note whether the exemption is discretionary, and if so whether it is necessary in this case to exercise your discretion to withhold the information. In any event, please provide a signed notification citing the legal authorities on which you rely if you determine that any of the information is exempt and will not be disclosed.

The requested documents will be made available to the general public, and this request is not being made for commercial purposes.

In the event that there are fees, I would be grateful if you would inform me of the total charges in advance of fulfilling my request. I would prefer the request filled electronically, by e-mail attachment if available or CD-ROM if not.

Sincerely,

Kent Hoover, a citizen of Tennessee, in coordination with Nicole Einbinder.