

I-195 Redevelopment District Policies and Procedures for Public Records Requests

The I-195 Redevelopment District (“District”) and its oversight Commission, (“Commission”) adhere to the Access to Public Records Act, R.I. Gen. Laws §§ 38-2-1, et. seq., (“APRA” or the “Act”) and have instituted the following policies and procedures for the public to obtain public records maintained or held by the District and Commission.

1. All requests for public records and questions regarding requests should be directed in writing to:

I-195 Redevelopment District
225 Dyer Street, Fourth Floor
Providence, RI 02903
Amber Ilcisko, APRA Coordinator
questions@195district.com
Office: 401-400-4362

Requests may be made by mail, hand-delivery, or email. If you do not wish to submit a written request, a request must be made to the APRA Coordinator.

2. The regular business hours of the District are 8:30 AM to 4:30 PM, Monday through Friday, with the exception of District holidays and emergency closures as set by State law.
3. Pursuant to R.I.G.L. § 38-2-13, all records initially deemed to be public records which any person may inspect and/or copy will continue to be considered public records whether or not subsequent court action or investigations are held pertaining to the matters contained in the records
4. The requesting party is not required to provide identification or the reason for the request, and the right to access public records will not depend upon providing such identification or the purpose for the request. However, in the event that the District is not provided with appropriate contact information, such as telephone number, mailing address or email address, any response to a request shall be made available at the District offices during normal business hours in accordance with the timing requirements under applicable law for thirty (30) days.
5. The District is not required to reorganize, consolidate, or compile data not maintained by the District in the form requested at the time of the request, except to the extent that such records are in electronic format and the District would not be unduly burdened by providing such data.
6. The District is not obligated to interpret or otherwise describe or comment on the information provided.
7. In some cases, a document may be constituted as a public record, and there may be information contained within the document that may be redacted/deleted because it is exempt

from disclosure under Rhode General Laws § 38-2-2. In the event that the District determines that the requested records are exempt from disclosure for a reason set forth in the Act, the District shall provide to the requesting party the reasons for the denial of the request as well as the procedure for appealing the denial.

8. The Act allows the Commission to charge up to fifteen cents (\$0.15) per copied page and an hourly rate not to exceed fifteen dollars (\$15.00) per hour for time spent for the search and retrieval of the requested documents, with no charge for the first hour. The District may provide a cost estimate and require payment prior to fulfilling a request.
9. Please be advised that the Act allows the District ten (10) business days to respond, which can be extended an additional twenty (20) business days for “good cause.” These times may be tolled pending a request for prepayment or clarification.
10. If you feel that you have been denied access to public records, you have the right to file a review petition with the District’s Executive Director. Any withholding or redaction of records constitutes a denial, as does a response from the District that we do not maintain any records responsive to your request. You may submit a review petition in the same manner as your original request. You may also file a complaint with the Attorney General’s Office.
11. To better understand what records are accessible and to review the applicable laws regarding Open Government, you may obtain a copy of the Attorney General’s Guide to Open Government: <http://riag.ri.gov>.