

City Clerk

# Public Records

The City's Custodian of Public Records:

Sharon Lauther, City Clerk, [slauther@cityofmulberryfl.com](mailto:slauther@cityofmulberryfl.com), (863) 425-1125 ext. 223, 104 South Church Avenue, Mulberry, FL 33860

All municipal records, with the exception of exempt records identified by Florida Statutes 119.07, are public record and are open for personal inspection by anyone. Access to public records is during normal working hours – Monday through Thursday, 8 a.m. to 5 p.m., and Friday 8 a.m. to 4:00 p.m. “Reasonable” time, as it relates to time needed to retrieve records and/or complete a request for public record is not defined by Florida Statute. “Reasonable” response time will depend on the complexity of the request for public record, location of records and work schedule of staff needed to provide records.

Most requests for public records will be provided at no charge by paper or electronically. More detailed requests for public records may include charges for copying, supplies, such as CDs or DVDs, postage, and extensive use of technology resources or extensive clerical and/or supervisory assistance needed to provide requested records. There is no charge for staff time of 30 minutes or less required to provide public records. All fees shall be paid prior to delivery of requested records.

Some City of Mulberry records are posted online at [www.cityofmulberryfl.org](http://www.cityofmulberryfl.org). For online records, including City Commission agendas and minutes, adopted ordinances, resolutions, and more, click on the link below:

[Online records](#)

To submit a request for public record, contact Sharon Lauther at (863) 425-1125, ext. 223 or email below:

## **LOCATION**

### **City Hall**

104 South Church Avenue  
Mulberry, FL 33860

## **Contact Information**

Phone: (863) 425-1125, ext. 223

## **STAFF**

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**Sharon Lauther** City Clerk [slauther@cityofmulberryfl.com](mailto:slauther@cityofmulberryfl.com)

