

PUBLIC RECORD NOTICE

The City of Reynoldsburg is committed to ensuring your rights to promptly inspect and/or receive copies, in a reasonable amount of time, of the public records maintained by our City of Reynoldsburg. To assist you, the City of Reynoldsburg has enacted Schedules of Records Retention and Disposition, and a record and document management policy that are available for your review. Please direct your public record inquiries to the department where the public records are maintained. Any questions you have regarding this should be directed to the Office of the Mayor. The regular business hours of various departments are as follows: Municipal Building 8 a.m. to 5 p.m.; Police Department 9 a.m. to 3 p.m.; Senior Citizens Center 8 a.m. to 5 p.m.; Water Department Plant 7 a.m. to 3:30 p.m.; Street Department 8 a.m. to 5 p.m.; Parks and Recreation 7:30 a.m. to 4:30 p.m. Monday-Friday. 