



# CITY OF CARMEL-BY-THE-SEA

## Monthly Report

**November 2020**

**City Clerk's Office**

**TO:** Honorable Mayor and City Council Members

**SUBMITTED BY:** Britt Avrit, City Clerk

**SUBMITTED ON:** December 16, 2020

**APPROVED BY:** Chip Rerig, City Administrator

In the month of October, the City handled 16 requests for public records.

	This Month	Calendar YTD
City Clerk's Office	3	114
Police Department	13	159
<b>TOTAL REQUESTS/RESPONSES</b>	<b>16</b>	<b>273</b>

## November 2020 PRA

request number	Date Requested	10-day due date	records requested	requestor	date completed	notes
2020-112	11/5/2020	11/16/2020	Electronic copies of Public Records Act requests and City's responses to PRA requests <b>CITY CLERK'S OFFICE PRA LOG SEPTEMBER 2020 REQUEST NUMBERS PRA 2020-091 and 2020-092</b>	Paterson	11/10/2020	
2020-113	11/17/2020	11/30/2020	Blueprints on file for Casanova 5 Se Of 13th	Caitlin Jordan	12/1/2020	email sent to requester to set appointment to review the plans
2020-114	11/20/2021	11/30/2020	Contracts, Service Agreements or Digitization Projects relating to (2015-2020) for Copiers/Printers, Production/Print Shop, Outsourced printing, Managed Print Services, Managed IT Services, Digital transformation, Computers/Servers, Backfile digital conversion scanning, Microsoft/Google Projects	Dee Kim, Xerox	12/3/2020	email sent 11/30 records available by 12/11/2020

Request No.	Request Date & Received By	10-Day Due Date	14-Day Ext. Date	Date Completed by PSO	Requestor	Phone	Info Requested	Status	Date & PSO Mailed
2020-0001	11/03/20 mw	11/13/2020			Jennifer Cordier	202-213-5799	copy of cfs 10/31/20	completed	released at counter MJR
2020-0002	11/9/20 mjr			11/9/20 mjr	Hayley Stoebner	502-724-2589	CA2000525	completed	released at counter MJR
2020-0003	11/9/20 mjr	11/19/2020	11/23/2020	11/22 DA	Marit Parten	415-786-8959	thefts from local store	completed	denial letter mailed
2020-0004	11/13 DA	11/23/2020		11/13 DA	Lexis Nexis		CA2000512	completed	mailed by DA
2020-0005	11/13 DA	11/23/2020		11/13 DA	Lexis Nexis		CA2000513	completed	mailed by DA
2020-0006	11/1/2020	11/11/2020		11/13 DA	Julie Higgs	831-917-3411	CG2000506	completed	released at counter MJR
2020-0007	11/16 MJR			11/16 MJR	Paul Ventura		CC2000664	completed	released at counter MJR
2020-0008	11/16 MJR	11/26/2020	12/10/2020	11/20 DA	Lloyd Jones	624-2579	CG2000521	completed	denial letter mailed
2020-0009	11/17 mw	11/27/2020		11/20 DA	David Hutchins		CC2000673	completed	released at counter MJR
2020-0010	11/19/2020	1/29/2020		11/19 SB	Lexis Nexis	800-934-9698	CA2000525	completed	mailed by SB
2020-0011	11/24/2020	12/4/2020		11/24 sb	Metropolitan Reporting	800-245-6686	CA2000539	completed	mailed by SB
2020-0012	11/30/2020	11/30/2020		11/30 MJR	Lillian Huenerfauth	831-620-0852	CC2000693	completed	mailed by MJR
2020-0013	11/30/2020	12/10/2020		12/15 DA	Brad Lefebvre	480-220-4168	CG2000541	completed	denial letter