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foothill community built on California's rich gold rush history.*



**City Manager's Report**  
**February 14, 2023 City Council Meeting**  
**Prepared by: Regina O'Connell, City Clerk**  
**Item #: 7.4**

**Subject:** Receive and File Update on Recent Public Records Requests

**Purpose:** The purpose of this item is to inform the City Council of recent public records requests.

**Strategic Plan Strategy:** N/A

**Background:** In December, 2019, the City Council requested that a report of all recent public records requests be added to the City Council regular meeting agendas.

**Discussion:** Currently, the City Clerk's office has three open public records requests. These items are highlighted in the list below. The City Clerk is working with Staff to complete these requests.

DATE RECEIVED	BRIEF DESCRIPTION OF REQUEST	REQUESTOR
1/18/2023	Copy of language for revised ADU Ordinance	Michael Drobesch
1/20/2023	Quarterly TOT rate/revenue for 2021-22	Ginger Jenson
1/20/2023	2801 Clay St.: certs. of occupancy, site plan review, conditions of approval, etc.	Shawn Tyson/Armada Analytics
1/23/2023	2801 Clay St. permits, permit applications, and certs. of occupancy	Ed MacDaniel
1/30/2023	2801 Clay St. open permits or notices to comply, certs. of occupancy	Rob Boyens
1/30/2023	2880 Schnell School Road, open code violations, bldg. permits, certs. of occupancy	Dan Frizzell/ Partner Eng. & Science
1/31/2023	3030 New Jersey Wy. code violations, certs of occupancy, approved site plan/conditions of approval	Randy Warren/ZIpline

**Options:** This report is for informational purposes only. No action is requested.

**Environmental:** N/A


**Cost:** There is no cost associated with this report.

**Budget Impact:** None.

**Recommendation:** Receive and File Update on Recent Public Records Requests



M. Cleve Morris, City Manager



Regina O'Connell, CPMC, City Clerk