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**City Manager's Report**  
**November 12, 2024 City Council Meeting**  
**Prepared by: Regina O'Connell, City Clerk**  
**Item #: 7.4**

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

**Recommendation:** 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 two open public records requests, which are highlighted in the table below. The City Clerk is working with staff to complete and close out the requests.

DATE RECEIVED	BRIEF DESCRIPTION OF REQUEST	REQUESTER
07/19/2024	Police reports re: R. Lopez (ongoing, rolling production)	Donovan Daniels
10/21/2024	Separation or settlement agreements between City and former or current police officers	Katey Rusch
10/24/2024	Documents re: T&S Construction, asbestos, and bidding processes between 1960-2004	Mary Nga
11/01/2024	Copy of Tobacco Retail Ordinance adopted October 22, 2024 (awaiting second reading/adoption)	Mary J. Pierce/American Non-Smokers' Rights Foundation

**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.

  
 M. Cleve Morris, City Manager

  
 Regina O'Connell, CPMC, City Clerk