



**CITY OF GILROY
OPEN GOVERNMENT
COMMISSION
REGULAR MEETING**



THURSDAY, AUGUST 10, 2023 | 6:00 PM

**CITY COUNCIL CHAMBERS, CITY HALL
7351 ROSANNA STREET
GILROY, CA 95020**

Chair: Diana Bentz

Vice Chair: Karen Enzensperger

Commissioners: Jessica Irwin & Shayne Somavia

Staff Liaison: Jimmy Forbis, City Administrator

All Open Government Commission meeting materials are available online at <http://gilroy.city/meetings>

COMMENTS BY THE PUBLIC WILL BE TAKEN ON AGENDA ITEMS BEFORE ACTION IS TAKEN BY THE OPEN GOVERNMENT COMMISSION. Public testimony is subject to reasonable regulations, including but not limited to time restrictions for each individual speaker.

In compliance with the Americans with Disabilities Act, the City will make reasonable arrangements to ensure accessibility to this meeting. If you need special assistance to participate in this meeting, please contact the City Clerk 72 hours prior to the meeting at (408) 846-0204. A sound enhancement system is also available for check out in the City Council Chambers.

Materials related to an item on this agenda submitted to the Open Government Commission after distribution of the agenda packet are available for public inspection with the agenda packet in the lobby of Administration at City Hall, 7351 Rosanna Street during normal business hours. These materials are also available with the agenda packet on the City website at www.cityofgilroy.org subject to Staff's ability to publish the documents before the meeting.

KNOW YOUR RIGHTS UNDER THE GILROY OPEN GOVERNMENT ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, task forces, councils and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE, TO RECEIVE A FREE COPY OF THE ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE OPEN GOVERNMENT COMMISSION STAFF AT (408) 846-0204 or by email at cityclerk@cityofgilroy.org.

If you need assistance with translation and would like to speak during public comment, please contact the City Clerk a minimum of 72 hours prior to the meeting at 408-846-0204 or e-mail the City Clerk's Office at cityclerk@cityofgilroy.org.

Si necesita un intérprete durante la junta y gustaría dar un comentario público, comuníquese con el Secretario de la Ciudad un mínimo de 72 horas antes de la junta al 408-846-0204 o envíe un correo electrónico a la Oficina del Secretario de la Ciudad a

The AGENDA for this regular meeting is as follows:

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **PRESENTATIONS TO THE OPEN GOVERNMENT COMMISSION**

- 3.1. Public Comments by Members of the Public on Items not on the Agenda but within the Commission's Subject Matter Jurisdiction

4. **REPORTS FROM COMMISSIONERS**

5. **CONSENT CALENDAR**

All matters listed under the Consent Calendar are considered by the Commission to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a request is made by a member of the Commission or a member of the public. Any person desiring to speak on any item on the consent calendar should ask to have that item removed from the consent calendar prior to the time the Commission votes to approve. If removed, the item will be discussed in the order in which it appears.

- 5.1. **Approval of the May 11, 2023 Special Meeting Minutes**

- 5.2. **Approval of the June 22, 2023 Special Meeting Minutes**

6. **UNFINISHED BUSINESS**

- 6.1. **Hybrid Meetings**

- 6.2. **Open Government Ordinance Old Training Video**

- 6.3. **Open Government FAQs**

- 6.4. **OGO Workplan FY 24 and FY 25**

- 6.5. **OGO Training/Budget**

1. **Board/Commission Training**

2. **Brown Act**

3. **JEDI Training**

7. **NEW BUSINESS**

- 7.1. **Quarterly Review of Public Records Requests Per Gilroy Code Section 17A.35 (c) (Second Quarter, 2023)**

1. Staff Report: Thai Nam Pham, City Clerk

2. Public Comment

3. Possible Action:

Staff recommends that the Commission receive the report.

- 7.2. **Discussion on Public Voting Records**

8. **FUTURE COMMISSION INITIATED AGENDA ITEMS**

9. CITY ADMINISTRATOR'S UPDATE

10. ADJOURNMENT

FUTURE MEETING DATES

November 2, 2023 – 5:30 PM
~~November 9, 2023 – 6:00 PM~~ CANCELED

City of Gilroy
Open Government Commission Special Meeting Minutes
Thursday, May 11, 2023 | 5:30 PM

1. **CALL TO ORDER**

The Meeting was called to order by Chair Bentz at 5:30 PM.

2. **ROLL CALL**

Attendance	Attendee Name
Present	Terence Fugazzi, Commissioner Jessica Irwin, Commissioner Shayne Somavia, Commissioner Karen Enzensperger, Vice-Chair Diana Bentz, Chair
Absent	None

3. **PRESENTATIONS TO THE OPEN GOVERNMENT COMMISSION**

3.1. **Public Comments by Members of the Public on Items not on the Agenda but within the Commission's Subject Matter Jurisdiction**

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

4. **CONSENT CALENDAR**

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

Motion: Adopt the Consent Calendar.

RESULT: Pass

MOVER: Shayne Somavia, Commissioner

SECONDER: Terence Fugazzi, Commissioner

AYES: Commissioner Fugazzi, Commissioner Irwin, Commissioner Somavia, Vice-Chair Enzensperger, Chair Bentz

4.1. **Approval of the February 9, 2023 Regular Meeting Minutes**

A motion was made to approve the minutes.

4.2. **Approval of April 6, 2023 Special Meeting Minutes**

A motion was made to approve the minutes.

5. **UNFINISHED BUSINESS**

5.1. **City Council Correspondence Samples**

City Administrator Forbis stated that the Assistant to the City Administrator will create an example for the Commission and provide it at the next commission meeting.

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

The commission received the report.

5.2. **Open Government Ordinance Old Training Video**

City Administrator Forbis and City Clerk Pham provided staff presentations and responded to Commissioner questions. City Clerk Pham suggested producing the video with staff during the summer with members of the commission. Commissioner Irwin expressed interest in leading the charge of producing the video with staff.

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

Motion: Assign Commissioner Irwin to work with staff on a new version of the Open Government Ordinance Training video.

RESULT: **Pass**

MOVER: Diana Bentz, Chair

SECONDER: Karen Enzensperger, Vice-Chair

AYES: Commissioner Fugazzi, Commissioner Irwin, Commissioner Somavia, Vice-Chair Enzensperger, Chair Bentz

5.3. **Open Government FAQ**

City Administrator Forbis reminded the Commissioners that the commission expressed interest in creating a subcommittee about the five FAQs discussed at the last meeting:

- 1) What is the Open Government Ordinance?
- 2) How do you get the webpage in different languages?
- 3) What are the top categories requested for information?
- 4) How do I join a commission?
- 5) How did the Open Government Ordinance start?

Commissioner Fugazzi and Somavia expressed interest in serving on the subcommittee.

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

Motion: Form an FAQ subcommittee presided by Commissioners Somavia and Fugazzi.

RESULT: **Pass**

MOVER: Diana Bentz, Chair

SECONDER: Shayne Somavia, Commissioner

AYES: Commissioner Fugazzi, Commissioner Irwin, Commissioner Somavia, Vice-Chair Enzensperger, Chair Bentz

5.4. **OGO Workplan FY 24 and FY 25**

City Administrator Forbis reported that he will be releasing the budget to Council on May 12, 2023, and the public will receive it a week later. He further stated that once Council adopts the budget, the commission will work on hybrid meetings at the next regular meeting.

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

Commissioners Somavia and Irwin expressed interest in serving on the ad-hoc committee to look at how other cities are doing hybrid meetings.

Motion: Create an ad-hoc committee with Commissioners Somavia and Irwin to assess how other cities handle hybrid meetings.

RESULT: Pass

MOVER: Diana Bentz, Chair

SECONDER: Shayne Somavia, Commissioner

AYES: Commissioner Fugazzi, Commissioner Irwin, Commissioner Somavia, Vice-Chair Enzensperger, Chair Bentz

5.5. **OGO Training/Budget**

City Administrator Forbis provided staff presentation and responded to Commissioner questions. He also stated that the Brown Act Training is scheduled for the August 10th Regular Meeting, and the JEDI training is scheduled for November.

Discussion ensued between the commissioners about comportment.

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

The commission received the report.

6. **NEW BUSINESS**

6.1. **Quarterly Review of Public Records Requests Per Gilroy Code Section 17A.35 (c) (First Quarter, 2023)**

City Clerk Pham provided staff presentation and responded to Commissioner questions.

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

The commission received the report.

6.2. **Discussion and Amending the 2023 Open Government Commission Meeting Schedule**

City Clerk Pham provided staff presentation and responded to Commissioner questions.

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz

closed Public Comment.

Motion: Amend the 2023 Open Government Commission Meeting schedule to the following:

- Add a special meeting on June 22, 2023, at 5:30 PM, located in the Administration Conference Room
- Add a special meeting on November 2, 2023, at 5:30 PM, located in the Administration Conference Room
- Cancel the Thursday, November 9, 2023 Regular Meeting

RESULT: Pass

MOVER: Shayne Somavia, Commissioner

SECONDER: Karen Enzensperger, Vice-Chair

AYES: Commissioner Fugazzi, Commissioner Irwin, Commissioner Somavia, Vice-Chair Enzensperger, Chair Bentz

City Administrator Forbis provided an update about Police Department requesting to replace the body-worn cameras to the Council in the new budget.

Commissioner Fugazzi requested an update on Council's voting history report from the City Clerk. City Administrator Forbis recommended that the request should be from the commission to recommend to the City Council to provide a public voting record. Commissioner Fugazzi requested that this topic be agendized at the next meeting. The item received unanimous support.

Commissioner Fugazzi would like to see all Brown Act meetings to be video recorded and uploaded onto the City's website. City Administrator Forbis stated that he would investigate it and review it with the other boards and commission staff.

7. **ADJOURNMENT**

Chair Bentz adjourned the meeting at 6:30 PM.

I HEREBY CERTIFY that the foregoing minutes were duly and regularly adopted at a regular meeting of the Gilroy Open Government Commission of the City of Gilroy.

/s/Thai Nam Pham, CMC, CPMC
City Clerk

**City of Gilroy
Open Government Commission
Special Meeting Minutes
Thursday, June 22, 2023 | 5:30 PM**

1. CALL TO ORDER

The Meeting was called to order by Chair Bentz at 5:30 PM.

2. ROLL CALL

Attendance	Attendee Name
Present	Jessica Irwin, Open Government Commissioner Shayne Somavia, Open Government Commissioner Karen Enzensperger, Vice Chair Diana Bentz, Chair
Absent	Terence Fugazzi, Open Government Commissioner

Assistant to the City Administrator Atkins attended the meeting in lieu of City Administrator's absence.

3. PRESENTATIONS TO THE OPEN GOVERNMENT COMMISSION

3.1. Public Comments by Members of the Public on Items not on the Agenda but within the Commission's Subject Matter Jurisdiction

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

4. UNFINISHED BUSINESS

4.1. City Council Correspondence Samples

Assistant to City Administrator Atkins provided a brief report and responded to Commissioner's questions.

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

The commission received the report.

4.2. Open Government Ordinance Old Training Video

Commissioners workshopped on ways to make new Open Government Ordinance videos.

The Commission came to a consensus to make videos on the following topics:

- Overall view of the Brown Act
- Email Correspondence
- Social Media Engagement
- Attending Events

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

The commission accepted the report.

4.3. Open Government FAQ

Commissioner Somavia provided an update on the item and responded to Commissioner's questions.

City Clerk Pham provided clarification on how commissioners could submit items to the Commission relating to an agenda item.

Chair Bentz opened Public Comment. There being no speakers, Chair Bentz closed Public Comment.

The commission accepted the report.

5. CITY ADMINISTRATOR'S UPDATE

Assistant to the City Administrator Atkins provided a brief update to the Commission and responded to their questions.

6. ADJOURNMENT

Chair Bentz adjourned the meeting at 6:00 PM.

I HEREBY CERTIFY that the foregoing minutes were duly and regularly adopted at a regular meeting of the Gilroy Open Government Commission of the City of Gilroy.

/s/Thai Nam Pham, CMC, CPMC
City Clerk



Open Government Commission

STAFF REPORT

Agenda Item Title:**Hybrid Meetings**

Meeting Date:

August 10, 2023

From:

Thai Nam Pham, City Clerk

Department:

City Clerk

Submitted By:

Thai Nam Pham, City Clerk

Prepared By:

Jessica Irwin, Open Government Commissioner

Shayne Somavia, Open Government Commissioner

Please find Commissioner Irwin and Somavia's subcommittee report about Hybrid Meetings attached.

Respectfully Submitted,

A blue ink signature of Thai Nam Pham, written in a cursive style.

Thai Nam Pham
City Clerk

Agenda Item Title: **Enabling Hybrid Public Meetings (EHPM)**
Meeting Date: August 10, 2023
From: Enabling Hybrid Public Meetings Subcommittee
 • Jessica Irwin
 • Shayne Somavia

Line of Effort: Gilroy City Code
 ... Chapter 17A, *Public Meetings and Public Records*
 Article II, *Public Access to Meetings*

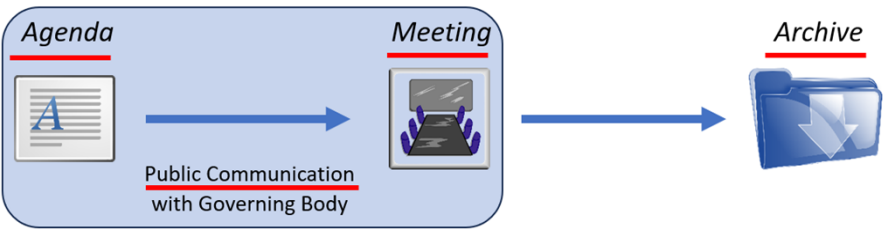
RECOMMENDATIONS

- 1. The Commission accepts the subcommittee’s recommendations, which include seven (7) technological benchmarks and procedural best practices.
- 2. The full Committee propose Gilroy City Council adopt the commission’s recommendations (benchmarks/best practices) to enable hybrid public meetings and instruct staff to implement them.

OBJECTIVE

As part of the Open Government Commission’s FY24-25 Workplan, the commission identified the need to leverage existing technology and integrate capabilities to allow members of the public to participate and attend public meetings in person as well as online (hybrid).

The Subcommittee studied, analyzed, and identified technological benchmarks and procedural best practices used by other municipalities to increase community participation and access to public meetings. Recommendations were identified across the public meeting cycle:



ANALYSIS

The subcommittee identified the municipalities within Santa Clara County and created a Capabilities Analysis Matrix ([Attachment 1](#)). Each municipality's council meeting agenda and associated website were used to record the various capabilities offered to the public:

1. Comment before public meetings
2. Comment during public meetings (in person and online)
3. View public meetings live (in person and online)
4. View public meetings after they have concluded (online archive)

Those capabilities deemed relevant and beneficial were flagged as potential recommendations for the EHPM effort. The subcommittee then audited six (6) council meetings to validate the capability and to translate the effects into viable solutions for Gilroy.

RECOMMENDATIONS

The subcommittee proposes the following tools, features, and guidance for the commission's consideration. Recommendations can be employed singularly, as a group, or all together to bolster public engagement and participation through hybrid public meetings. Some of the proposed recommendations are accompanied by attachments to help commissioners visualize what a potential solution could look like; however, City Staff retains authority to implement a solution supporting the City Council's direction resulting from this initiative.

No.	Phase	Recommendation	Example
1	Agenda	Outline the ways and means members of the public can watch government proceedings in person, stream live or view after the fact online. Explain how members of the public can participate and make public comments in person as well as online or by telephone.	Attachment 2
2	Communication	Enable "Comment" feature within the City of Gilroy Agenda Portal. This feature can provide an additional method for members of the public to communicate with the City Council regarding items on the agenda as well as topics not on the agenda.	Attachment 3
3	Communication Meeting	Include public meeting viewing options on a title/intro slide of the hybrid public meeting.	Attachment 4
4	Meeting	Establish <i>Rules of Civility and Decorum</i> (Attachment 2) for members of the public to abide by when they participate in hybrid public meetings. Provides administration and staff with a baseline of norms to hold the public to as well as to justify and cite when ending specific comments or correspondence when the rules have been broken.	Attachment 5

No.	Phase	Recommendation	Example
5	Meeting	Institute processes to allow members of the public to speak on items not on the agenda as well as on agenda items via in-person/online: • Email comments to allcouncilmembers@cityofgilroy.org Append to the agenda packet • If Comment feature is incorporated (Recommendation 2), include these comments in the agenda packet as well as provide review/access feature to council members and the public • Fill out a speaker card to address the council in person • Raise hand feature (Zoom) to address the council virtually • Press * 9 (Zoom) to address the council telephonically	Attachment 6
6	Archive	Provide a transcription file of the recorded audio/video. Having the transcript posted as a link-to-file option next to the recorded video link on the City's Agenda and Minutes webpage gives members of the public the ability to view or download the transcript. The transcript can then be translated to another language using the website's Google Translate feature.	Attachment 7
7	Archive	Create a Recorded Public Meetings Smart Sheet. Outline how transcripts of recorded meetings can be obtained (YouTube). This can include specific features such as autogenerate translated transcripts in other languages (Subtitles/Closed Caption & Transcripts).	Attachment 8

NOTE: Attached examples serve as prototypes of practical solutions to proposed recommendations. The examples illustrate the art of the possible.

ATTACHMENTS (8)

1. Capabilities Analysis Matrix
2. Public Meeting Agenda
3. Online Comment Feature
4. Meeting Introductory Slide
5. Rules of Civility and Decorum
6. Public Comment Meeting Matrix
7. Public Meeting Transcript
8. Recorded Public Meetings Smart Sheet

Attachment 1

Capabilities Analysis Matrix

				Live View Listen					Public Comment		
CITY	POPULATION	WEBSITE	AGENDA	Webcast	Televised	Zoom	Dial-In	Applications	Email	Call In	Zoom
Gilroy	59,269	cityofgilroy.org	19-Jun-2023	X				YouTube	X		
Campbell	42,833	http://www.ci.campbell.ca.us/	18-Jul-2023	X	X	X		YouTube	X		X
Cupertino	59,610	cupertino.org	25-Jul-2023	X	X	X	X	YouTube	X	X	X
Los Altos	31,526	losaltosca.gov	27-Jun-2023			X	X	YouTube	X	X	X
Los Altos Hills	8,400	losaltoshills.ca.gov	15-Jun-2023	X		X	X		X	X	X
Los Gatos	33,062	losgatosca.gov	20-Jun-2023	X	X	X	X	YouTube	X	X	X
Milpitas	80,839	ci.milpitas.ca.gov	20-Jun-2023	X		X	X	Facebook YouTube	X	X	X
Monte Sereno	3,488	montesereno.org	11-Jul-2023	X		X	X	YouTube	X	X	X
Morgan Hill	46,451	morgan-hill.ca.gov	21-Jun-2023	X	X	X	X	Facebook	X	X	X
Mountain View	83,864	mountainview.gov	25-Jul-2023	X		X	X	YouTube	X	X	X
Palo Alto	67,473	cityofpaloalto.org	19-Jun-2023	X	X	X	X	YouTube	X	X	X
San Jose	976,482	sanjoseca.gov	27-Jun-2023	X	X	X	X	YouTube	X	X	X
Santa Clara	130,127	santaclaraca.gov	27-Jun-2023	X	X	X	X	YouTube Facebook	X		
Saratoga	30,667	saratoga.ca.us	19-Jul-2023	X	X	X	X		X	X	X
Sunnyvale	156,234	sunnyvale.ca.gov	11-Jul-2023	X	X	X	X	YouTube	X	X	X

Attachment 2
Public Meeting Agenda

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CITY COUNCIL AGENDA

CITY COUNCIL CHAMBERS, CITY HALL
7351 ROSANNA STREET, GILROY, CA
95020

SPECIAL MEETING | 6:00 PM
MONDAY, JULY 10, 2023

MAYOR
Marie Blankley

COUNCIL MEMBERS
Rebeca Armendariz
Dion Bracco
Tom Cline
Zach Hilton
Carol Marques
Fred Tovar

CITY COUNCIL PACKET MATERIALS ARE AVAILABLE ONLINE AT www.cityofgilroy.org
AGENDA CLOSING TIME IS 5:00 P.M. THE TUESDAY PRIOR TO THE MEETING

Public Participation Information

In accordance with [Gilroy City Council's Remote Public Participation Policy](#), members of the public may participate in this meeting in person or via remote attendance using the information provided below:

1. Attend in person at the Gilroy City Council Chambers located at 7351 Rosanna Street, Gilroy, CA 95020
2. Access the meeting through Zoom
 - Webinar URL: <https://us.02web.zoom.us/#>
 - Webinar ID: 123 4567 8901
 - Call In: 1-408-638-0968 or 1-669-900-6833
3. View online at www.cityofgilroy.org/965/Agendas-Minutes
4. View via the City's YouTube channel at www.youtube.com/channel/UPO_88updEJP9gZQdQJ54Pw

NOTE: Comments provided via social media are not moderated or considered as public input for the City Council's consideration prior to deliberating or reaching a decision during the public hearing. Members of the public wishing to comment should do so in person or via Zoom (online or telephone).

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Public Comment – Comments by the public will be taken on agenda items before action is taken by City Council.

1. Written Communication

- Provide comment using the City of Gilroy Agenda Portal at www.cityofgilroy.org/965/Agendas-Minutes
- Email comments to the City Clerk's Office at publiccomments@cityofgilroy.org.
- Mail comments to the Gilroy City Clerk's Office at City Hall, 7351 Rosanna Street, Gilroy, CA 95020.

Comments received by the City Clerk's Office by 1 p.m. on the day of a Council meeting will be distributed to the City Council prior to or at the meeting and available for public inspection prior to the meeting. Any correspondence received will be incorporated into the meeting record. Items received after the 1 p.m. deadline will be provided to the City Council as soon as practicable. Written comments are also available on the City's Public Records Portal at bit.ly/3NuS11N.

2. Verbal Communication during Public Meeting

Public testimony is subject to reasonable regulations, including but not limited to time restrictions for each individual speaker. Please limit your comments to 3 minutes. The amount of time allowed per speaker may vary at the Mayor's discretion depending on the number of speakers and length of the agenda. Public Comment will begin with speakers attending in-person first followed by those participating via Zoom (online or by telephone).

- In Person: Fill out a speaker card and give it to the City Clerk.
- Online (Zoom): Log into the Zoom application using the link and meeting details above. Use the Raise Hand feature when instructed to do so by the Mayor or City Clerk.
- Dial In (Zoom): Dial into the Zoom conference using the phone number and webinar ID outlined above. Use the Raise Hand feature by pressing * 9 when instructed to do so by the Mayor or City Clerk.



If you challenge any planning or land use decision made at this meeting in court, you may be limited to raising only those issues you or someone else raised at the public hearing held at this meeting, or in written correspondence delivered to the City Council at, or prior to, the public hearing. Please take notice that the time within which to seek judicial review of any final administrative determination reached at this meeting is governed by Section 1094.6 of the California Code of Civil Procedure.

Attachment 3

Online Comment Feature

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City of Gilroy

Meeting: City Council Special Meeting

Meeting Time: July 10, 2023 at 6:00 PM

Disclaimer: Tell the City Council what is on your mind. Your comments will become part of the official public record. If you do not want your personal information included in the official record, do not Sign In.

AGENDA ITEM

9.1. Introduction and First Reading of an Ordinance Adding Chapter 16B, Sidewalk Vending, to the Gilroy City Code

Select a Position: ☐ Oppose ☐ Neutral ☐ Support

Comment

500 of 500 characters remaining

Attachment 4
Meeting Introductory Slide

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ZOOM https://us.02web.zoom.us/# Web ID: 123 4567 8901	CALL IN Dial: 1-408-638-0968 or 1-669-900-6833 Web ID: 123 4567 8901
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City Council Meeting
June 19, 2023
Will Begin Shortly

CITY WEBSITE www.cityofgilroy/watch	CITY YOUTUBE CHANNEL www.youtube.com/channel/UPO_88updEJP9gZOdQJ54Pw
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Attachment 5

Rules of Civility and Decorum



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RULES OF CIVILITY AND DECORUM

PURPOSE: To outline rules of civility and decorum for community members participating in hybrid public meetings to ensure civic engagement while also promoting democracy at the local level.

1. General Guidelines

- 1.1. The City of Gilroy provides open access, hybrid public meetings such as City Council meetings, boards, commission, and committee meetings.
- 1.2. In order to safeguard and promote a participatory democracy, all individuals attending these public meetings (online or in-person) should strive to:
 - 1.2.1. Treat everyone courteously;
 - 1.2.2. Listen to others respectfully;
 - 1.2.3. Exercise self-control;
 - 1.2.4. Give open-minded consideration to all viewpoints;
 - 1.2.5. Focus on the issues and avoid personalizing debate;
 - 1.2.6. Embrace respectful disagreement and dissent as democratic rights that are inherent aspects of an inclusive public process and useful toward making informed and effective decisions.

2. Civility and Decorum at Hybrid Public Meetings

- 2.1. All interactions between city staff, city elected and appointed officials, and members of the public will be conducted in a respectful manner.
- 2.2. Members of the public attending online or in-person will refrain from any behavior that disrupts or threatens to disrupt the administration of public meetings, including any of the following:
 - 2.2.1. Insulting, demeaning, intimidating, or offensive communications;
 - 2.2.2. Harassment or intimidation of city staff, city elected or appointed officials, or members of the public;
 - 2.2.3. Conduct that threatens to provoke violence; and

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- 2.2.4. A continuing pattern of disruptive behavior.

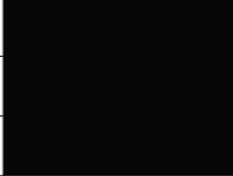
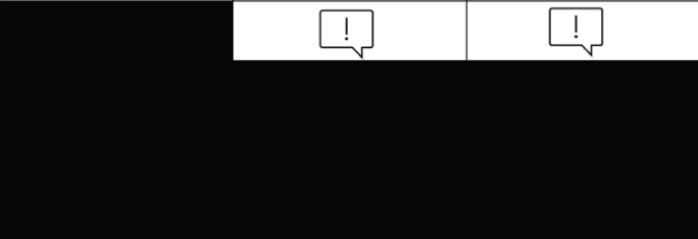
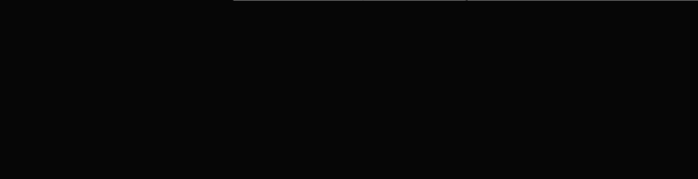
- 2.3. No person shall address the council, board, committee, or commission without first being recognized by the presiding officer. Additionally, no person shall continue to speak after their allotted time has expired.
- 2.4. All remarks by members of the public shall be addressed to the Mayor or the Chair of a particular board, commission, or committee and not directed at any other member of the public or to any single council, board, commission, or committee member unless in response to a question from that member.
- 2.5. All persons attending a public meeting shall obey any lawful order of the presiding officer to enforce the rules of civility and decorum.

3. Enforcement of the Rules of Civility and Decorum

- 3.1. The presiding officer shall be responsible for maintaining the decorum at the public meeting and uniformly enforcing the civility and decorum rules outlined above.
- 3.2. In the event any person breaches the rules in a manner that disturbs, disrupts, or otherwise impedes the orderly conduct of the meeting, the presiding officer shall order that person to cease the offending conduct and may instruct the City Clerk to turn off or disable features to prevent further violations or disruptions.
- 3.3. If any person continues to breach the Rules of Civility and Decorum in a manner that disturbs, disrupts, or otherwise impedes the orderly conduct of the meeting following an order from the Presiding Officer to cease the offending conduct, the Presiding Officer may order that person to leave the Public Meeting or direct the City Clerk to remove the person from the online venue.
- 3.4. If any person refuses to leave the Public Meeting following an order from the Presiding Officer, the Presiding Officer may order any law enforcement officer on duty to remove that person from the Public Meeting or direct the City Clerk to remove the person from the online venue.

Attachment 6

Public Comment Meeting Matrix

Public Comment Options	Anytime Any Topic (Items not on the agenda)	Pre Agenda Meeting Scheduled	Agenda Post Meeting Scheduled	Governing Body Decision		
				Governing Body Meeting	Consent Calendar	Removed from Consent
Email allcouncilmembers@cityofgilroy.org						
Email clerk's office at publiccomments@cityofgilroy.org						
Use Meeting & Agenda Comments feature to submit						
Fill out Speaker Card (In-Person)						
Zoom Meeting - Hand Raise						
Zoom Meeting (Call In) - * 9						

Attachment 7

Public Meeting Transcript

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Open Government Commission

Special Meeting, June 22, 2023

Meeting Transcript

0:00 I see 5 30. should we call the order yes okay 5 30.
0:07 call to order roll call yes Madam chair
0:12 um commissioner freakazi is absent at the moment commissioner Irwin president
0:17 Commissioners Olivia present uh Vice chair engine Springer president thank you and chair Benz present
0:27 okay presentations to the open government commission 3.1 public comments by members of the public no
0:33 public speaker at the moment we will close all right unfinished business city
0:40 council correspondence sample 4.1 yes so
0:45 um did we make a note that price is subbing for our friend Jimmy uh I can do that in the
0:52 notes here yeah um so uh Coral table is a sample of an
0:58 Outreach or a council correspondence form we did do the search for other cities to see if other cities had
1:05 something similar um usually it was to recording in the minutes something very very brief we're
1:12 still searching to see if there's any other examples but this is what we've come with which is basically taking our letterhead template and converting it
1:19 slightly so it'd be used by every commission obviously commission the Commissioners on the right will be
1:25 adjusted to whoever Power number foreign ERS for each commission overall it's a
1:33 memo Style with message in the glow section the only big difference is that we have the vote at the bottom for
1:40 that corresponds just a case of commission you know just like any other action in the commission or maybe The
1:45 Descent to whatever that communication is so I want to be able to record to give a little more comfort for the
1:51 communication of who is supporting of it and who may be opposed to it but then the Christian share side and the
1:57 Christian executive sponsor also signed as well and the executive sponsor would be Jimmy or somebody from the city okay
2:03 well do we need a motion to accept this or is this just it's receiving part of our University okay

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Open Government Commission

June 22, 2023 - Special Meeting

2:11 um is that it yeah yeah unless there's any comments or or you want to open public comments let's open public
2:19 comments no speakers it's close public comment
2:24 um do any Commissioners have any questions about the correspondence what went our process for using
2:31 using our process for for using this or if we're doing corresponding so okay so
2:37 um if we want to change something like uh I'm going to talk about this later
2:44 and I don't see new business here but new business
2:50 um for instance I think that instead of meeting quarterly we should meet six
2:55 times a year because it seems like we have inserted a couple of meetings so
3:02 rather than have emergency meetings let's just have six a year but I think that that is something that the city
3:07 council has to approve according to Jimmy okay let me refer to the bylaws
3:15 right but do they have to change the bylaws I'm sorry no it's an ordinance it's an ordinance which basically is a
3:22 by Council therefore we if you were too acceptable utilize it to request to have
3:28 that then you would write that through your account support right okay right so that's what it was like you know open government commission requests that
3:35 we change from four meetings to six okay to
3:43 buy monthly right yeah I always don't know if it's like
3:48 bi-monthly or the dictionary says both it doesn't know yeah but that would be
3:55 an example okay so something that the council or a recommended Nation to the council that maybe I don't know maybe
4:03 we've had people come in and suggest something that we think might be a good idea we
4:09 explore it and don't we have some subcommittees yeah of our hybrid would this be a
4:16 deliverable for us to the council or to the planet communication
4:22 the council uh to the council yes okay but it would be need to be part of right
4:28 so that we can take a vote Yes buy it like for part of our project plan if we know we have to communicate to them we
4:34 want to make sure we haven't dropped the work and then we're not suddenly going
4:41 any recommendations or formal reports that you want the council to receive go
4:47 through this this process and their things falls under the section of the council correspondence yes all right so

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Attachment 8

Recorded Public Meetings Smart Sheet

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Recorded Public Meetings Smart Sheet

Purpose: To provide a quick reference for members of the public who wish to view recorded meetings hosted by the City of Gilroy. The media sources give individuals an option for viewing live meetings or previously recorded meetings.

RESOURCES:

- City of Gilroy - [Agendas & Minutes | Gilroy, CA - Official Website \(civicplus.com\)](https://www.gilroy.ca.gov/civicplus/)
- City of Gilroy YouTube Channel - <https://www.youtube.com/@cityofgilroy5295>

1. General Information

- The City records meetings (audio/video) to provide community members an online resource to reference and review meetings of the council, boards, commissions or committees.
- Recordings become available shortly after the conclusion of each meeting.
- Meetings can be streamed over the internet or in the case of the video capability maintained on the City's website, those can be downloaded and viewed independent of an Internet connection.

2. City of Gilroy | Agenda & Minutes

- Use the [Gilroy Agenda Portal](#) to identify the specific meeting you would like to download or view. (Example provided at [Figure 1, a](#).)
- Meetings with the streaming/downloading feature available will have a video icon identified in the Video column of the portal. (Example provided at [Figure 1, b](#).)
- Once the video feature is selected, individuals can choose to stream the video by selecting **Play** on the video clip as depicted in [Figure 2, c](#).
- Additionally, users can download the video file by using the **Share this video** tab as demonstrated in [Figure 2, d](#) and using the **Download** button as depicted in [Figure 2, e](#).

3. City of Gilroy YouTube Channel

- Recorded public meetings can also be accessed using the City's YouTube channel at <https://www.youtube.com/@cityofgilroy5295>.
- Meetings are organized by meeting type (City Council Meetings 2023, Planning Commission Meetings, 2023, Community Meeting, etc.) and can be viewed by selecting the video as illustrated in [Figure 3, f](#).
- To enable specific features included with the recorded meeting clip, select one, some or all:
 - Closed Caption** ([Figure 4, g](#)) – When selected, this turns on closed captioning (CC), giving users the ability to read the text associated with the recorded meetings audio.
 - Settings** ([Figure 4, h](#)) – Within the settings menu, users can select their preferred language, which is auto translated by the application

Need additional help, Contact the City Clerk's Office • 408 846-0204 • cityclerk@cityofgilroy.org

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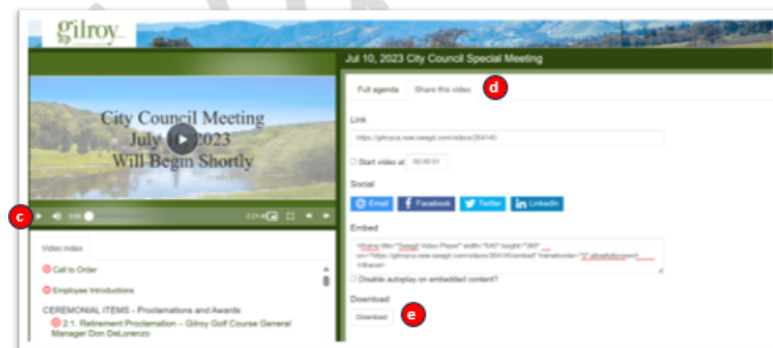
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- 3.3.3. More Options Menu ([Figure 4, i](#)) – Selecting the ellipses (...) gives users the ability to **Show Transcript**, which displays alongside the video and is synchronized with the video's audio.

Figure 1. Screen Capture of Gilroy Agenda Portal, Archived Meetings

Meeting Title	Date/Time	Documents	Video
City Council Special Meeting	Jul 10, 2023 06:00 PM	HTML Agenda	
Planning Commission Regular Meeting	Jul 06, 2023 06:00 PM	Cancellation Notice	
Youth Commission Special Meeting	Jul 05, 2023 05:00 PM	Agenda	
SCRNA Regular Meeting	Jul 05, 2023 08:00 AM	Cancellation Notice	
City Council Regular Meeting - CANCELED-	Jul 03, 2023 06:00 PM	HTML Cancellation Notice	

Figure 2. Screen Capture of Meeting Streaming and Recording Features



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Figure 3. Screen Capture of the City of Gilroy's YouTube Channel

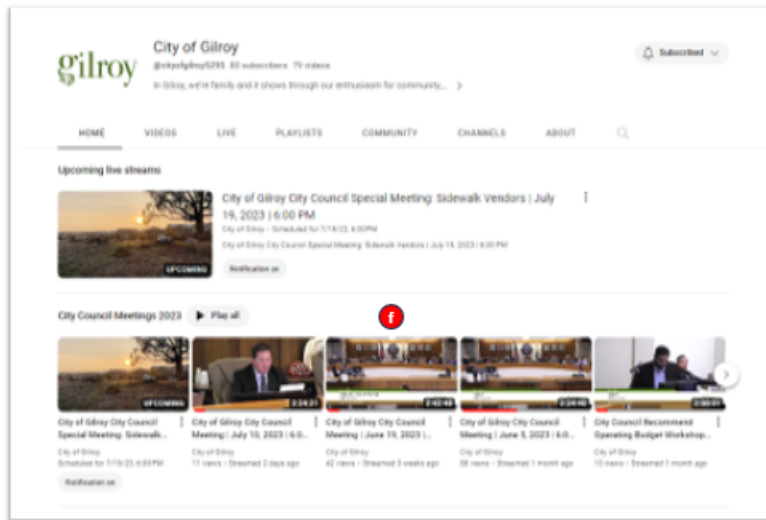
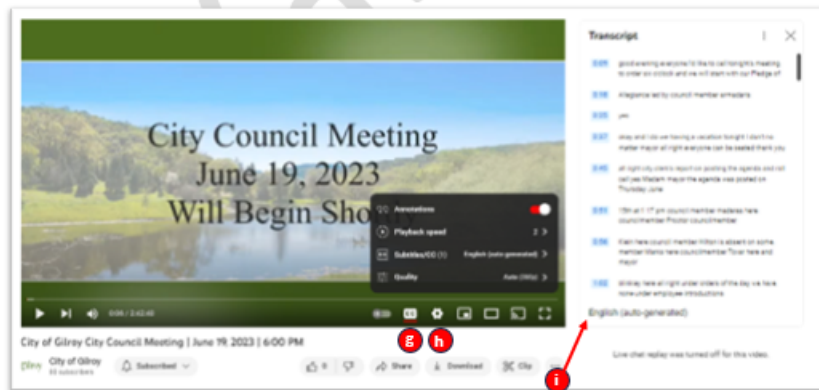


Figure 4. Screen Capture of the YouTube Video Clip Features





Open Government Commission

STAFF REPORT

Agenda Item Title: Open Government FAQs
Meeting Date: August 10, 2023
From: Thai Nam Pham, City Clerk
Department: City Clerk
Submitted By: Thai Nam Pham, City Clerk
Prepared By: Shayne Somavia, Open Government Commissioner

Attached, please find Commissioner Somavia's subcommittee report about Open Government FAQs.

Respectfully Submitted,

Thai Nam Pham
City Clerk

Gilroy City Code
Line of Effort: ... Chapter 17A, *Public Meetings and Public Records*
... ... Article III, *Public Information and Public Records*
... ... Article IV, *Open Government Commission*

RECOMMENDATION

The commission accepts the subcommittee's recommendation, which includes eight (8) Frequently Asked Questions (FAQs) for the public's information and awareness.

OBJECTIVE

As part of the Open Government Commission's FY24-25 Workplan, the commission identified the need to create publicly available content in the form of FAQs to inform and educate the public on topics within the Open Government arena.

The Subcommittee researched the Gilroy City Code, public records archives, the City of Gilroy website, and news articles from the Gilroy Dispatch to formulate answers to the general topic FAQs.

ANALYSIS

The subcommittee crafted answers to each of the proposed identified FAQs. The answers include links and images to assist the public in learning more or providing further detail regarding the specific FAQ. An additional FAQ was added over what the Open Government Commission brainstormed since it is associated with a key pillar of the Open Government Ordinance and can acquaint the public with initiating a public records request.

- How can I make a Public Records Request?

ATTACHMENTS (2)

1. [Open Government Frequently Asked Questions \(FAQs\)](#)
2. [Public Records Request Smart Sheet](#)

ATTACHMENT 1

Open Government Frequently Asked Questions

PURPOSE: To provide the public with readily accessible information regarding the Open Government Ordinance (Gilroy City Code, Chapter 17A). Highlight the important services and products the ordinance and the City of Gilroy support, and the Open Government Commission's goal to promote the highest principles of transparency so that everyone can participate in city government.

FREQUENTLY ASKED QUESTIONS (FAQs)

Q1: What is the Gilroy Open Government Ordinance (OGO)?

The ordinance established regulatory guidance in Gilroy City Code, Chapter 17A, *Public Meetings and Public Records*. The regulation, also described as a Sunshine Law, provides for the following:

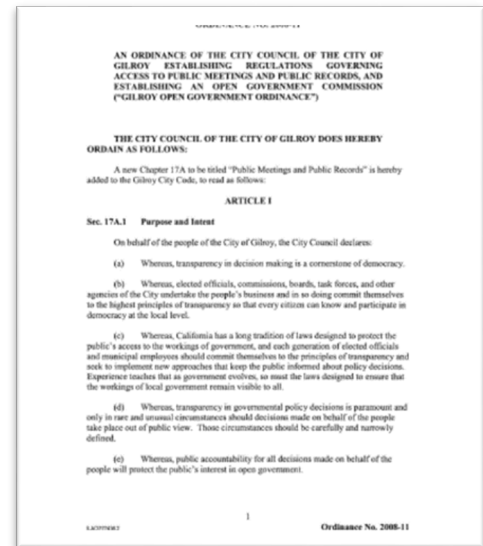
Q2: Why and how did the Open Government Ordinance begin?

The Gilroy Open Government Ordinance (Ordinance 2008-11) was adopted on November 17, 2008, by unanimous vote of the City Council. It was first introduced by then candidate for city council Perry Woodward, who advocated for broader transparency from city government. While state laws such as the Brown Act and the Public Records Act provide citizens with some level of access and information, it could require legal action to argue for access and accountability. A local Sunshine Law was proposed in the form of a city-council approved ordinance to promote greater transparency, to ease the public's access to government information, and to designate specific government record types as available for public inspection and access. The passage of the ordinance led to the creation of the Open Government Commission, which serves as an advisory body to the City Council and reports any practical or policy problems regarding administering the ordinance to the Council for action.

Q3: What are some of the Open Government Ordinance's features?

The Open Government Ordinance includes three (3) key features, which are used to provide the public with greater access to information and records:

- Public Access to Meetings
 - Describes how meetings will be open and public, following specific agenda announcements and access requirements to include timelines.
 - Allows members of the public to make statements or provide comments to the policy body regarding agenda items.

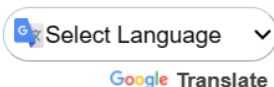


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- Identifies how agenda items categorized as closed session items (not open to the public) are recorded on the agenda. Includes the general reason for the closed session and the required public disclosures.
- Public Information and Public Records
 - Requires department heads and their employees to assist and make public information available to individuals wishing to inspect, examine, and receive a copy of records withing specified timelines.
 - Outlines an appellate process for a record request that has gone unfilled, is incomplete, or the records custodian refuses to release the requested records.
 - Identifies the categories of records with enhanced public access rights notwithstanding each department's legal discretion to withhold certain information under the California Public Records Act.
 - Prescribes how the city will provide written justification to the requestor for withholding information.
- Establishes the Open Government Commission who:
 - Advises the City Council and provide information to other city departments on appropriate ways in which to implement and enforce Gilroy City Code, Chapter 17A, *Public Meetings and Public Records*.
 - Develops appropriate goals to ensure practical and timely implementation of the chapter, propose to the City Council amendments and report on any practical or policy problems encountered in its administration.
 - Receives and reviews regular quarterly reports on requests for public information.
 - Hears appeals of any denied request for public records petitioned to the Commission.
 - Possess such powers as the City Council may confer upon it by ordinance or as the people of Gilroy shall confer upon it by initiative.

Q4: How can I read the City's webpages in another language?

The City's website utilizes the Google Translate feature to give users the ability to select their choice of language and toggle translation services on or off. Users can translate a city webpage by looking for the prominent Google Translate logo and making their language selection. Once a language selection has been made, the language translation will persist across the City's website until the feature is canceled, closed or a different language selection is made by the user.



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Q5: How can I make a public records request?

Public records can be accessed using the City's [Public Records Request Center](#). Members of the public can search for records using the self-help links provided on the website for the category of record they seek: City Council & Authorities, Gilroy Police Records, City Documents, and Elections and Miscellaneous. If a specific, detailed request for public information is needed, individuals can submit a direct request using the [Public Records Request Smart Sheet](#). The Smart Sheet provides a step-by-step guide for filling out the records request form and submitting it to the city for processing and action.

Q6: What are the top categories for Public Records Requests?

On average, the city fulfills 32 public record requests each month. These requests span all categories of government records matching the City of Gilroy's [Public Records Index](#).

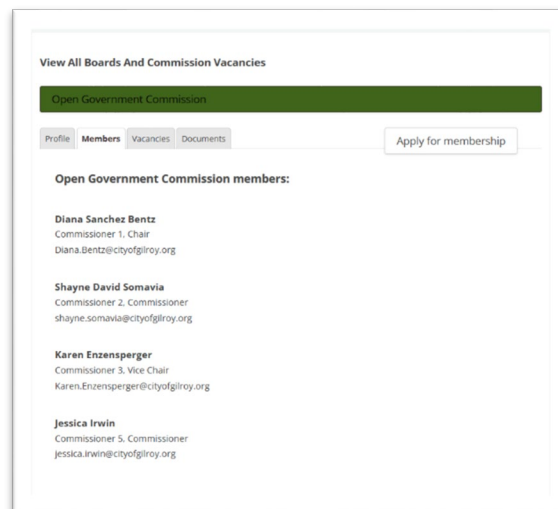
Public Record Requests are fulfilled and recorded in the [Public Records Portal](#). Since this system's inception (May 2022), the following are the top eight (8) categories of records requested by the public.

Records Category	Number
Community Development – Building: Building Permits	149
Fire: Incident Reports (Fire)	34
Community Development - Code Enforcement Violations	30
Community Development - Fire: CUPA Records	24
Community Development - Fire: Hazardous Material	19
Finance: Bid	16
Finance: Expense Reports	13
Finance: Request for Proposal (RFP) Information	11

Q7: How do I join a Board, Commission, or Committee?

Members of the public interested in joining a board, commission, or committee can access the vacancies listing located at [Boards, Commissions, & Committees | Gilroy, CA - Official Website \(civicplus.com\)](#). Individuals are encouraged to review eligibility criteria, terms of service, and complete an online application. Those who wish to learn more about what each board, commission, or committee does can acquaint themselves with the [Board, Commission, and Committee Member Handbook](#).

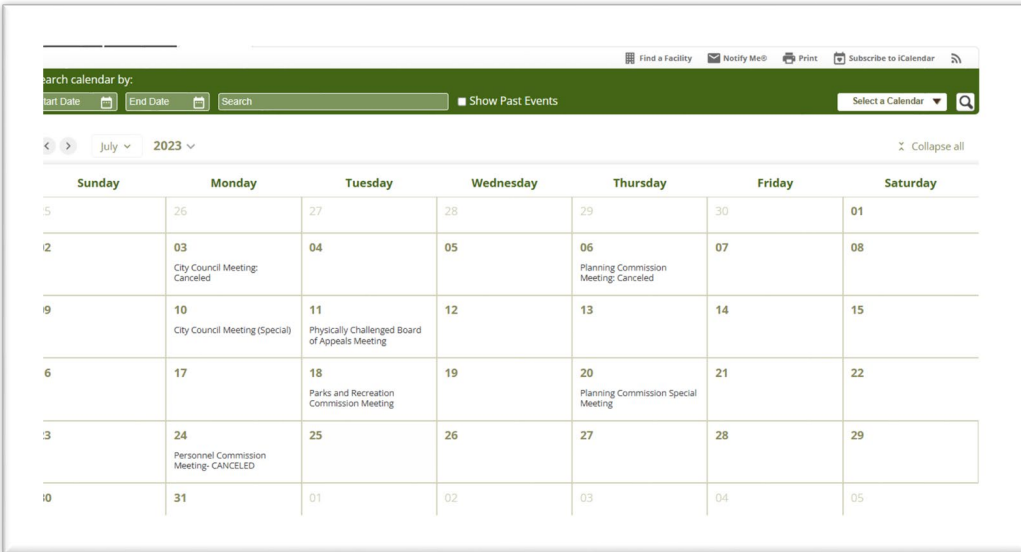
Finally, interested members can reach out to current members who are serving to gain perspective and understanding for what the position entails. Contact information is located under the Members tab. Select the respective board, commission, or committee title to bring up a dropdown menu. The selection will bring up the profile, members, vacancies and documents tabs of the selected board, commission, or committee.



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Q8: How do I know when a public meeting is scheduled?

The public meetings schedule can be viewed from the [Gilroy Civic Engagement Calendar](#). The calendar displays the current month and includes the public meetings associated with the City Council, Boards, Commissions or Committees. Previous and future meetings can also be reviewed by using the calendar navigation controls. From this page, users can also sign up for notifications of future meetings using the Notify Me® button, inputting their email address and selecting which notifications they wish to receive.



When members of the public wish to review meeting agendas for City Council, Boards, Commissions or Committees, they can use the [City of Gilroy's Agenda Portal](#) to view or download the agenda and other documents associated with the public meeting.



Public Records Request Smart Sheet

Purpose: Provide a quick reference guide for individuals seeking information using a self-service search or through a public records request using the online records tool Streamline.

1. Self Service Searches can be accomplished using Streamline | <https://gilroy.streamlinegov.us/>
 - a. Select the type of record being sought using the associated weblinks. Navigate to the applicable record using the folder, file tools provided with the records management tool.
 - i. City Documents: Agreements & Contracts & Permanent Records
 - ii. City Council & Authorities: Minutes, Ordinances, Resolutions, Public Notices & Agendas
 - iii. Gilroy Police Records: Police Reports & Other Police Records
 - iv. Elections & Miscellaneous: Election Records and FPPC Filings
2. Request Methods:

Online via Streamline https://gilroy.streamlinegov.us/	Telephone Call the City Clerk at (408) 846-0204
--	--
3. Public Records Request using the Streamline
 - a. *Email* and *Confirmed Email* fields are required to allow a status response and to aid in the delivery of the records.
 - b. Select the applicable category of records being requested:
 - c. Select the applicable *Requested purpose*: Commercial, Media or Personal/non-commercial
 - d. Provide a brief explanation of the record(s) being sought: Include the record type, name of document, associated city project, time frame and or any specific information to describe the records.

Streamline Home Public Records Search Help Log In Sign Up Español

1. Public Record Request Detail 2. Clause Acceptance

Public Record Request

Applicant information
Providing personal information is optional but recommended. Contact information (email) is required.

First Name Middle Name Last Name Email*
Confirm Email* Phone

General Information
Category* Request purpose*
Description of the public record or records requested including record type, name of document, name of project, or specific information desired.*



City of Gilroy

Open Government Commission

STAFF REPORT

Agenda Item Title: Quarterly Review of Public Records Requests Per Gilroy Code Section 17A.35 (c) (Second Quarter, 2023)

Meeting Date: August 10, 2023

From: Thai Nam Pham, City Clerk

RECOMMENDATION

Staff recommends that the Commission receive the report.

BACKGROUND

This staff report contains two logs of Public Record Requests for the second quarter (April 1st through June 30th) of the 2023 calendar year:

- General City Public Records Request log (Spreadsheet)
- General City Public Records Request log (Word Format)
- Police Department Public Records Requests and Denial Log

Attachments:

1. General City Public Records Requests (Spreadsheet)
2. General City Public Records Requests (Word Format)
3. Police Department Public Records Requests and Denial Log

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

Request ID#	Request Date	Description	Department	Type	Source	Resolution Days	Status
Please report the quarterly breakdown of the transient occupancy tax revenue accrued during FY 2019-2020, FY 2020-2021, and FY 2021-2022. This is a follow up request to PRA-2022-00202 which provided the FY total.							
PRA-2023-00121	4/3/2023		Finance	Finance: Expense Reports	External Portal	14	Completed
		7041 Monterey St has some violation back in 2007 I do not know about it.		Community Development - Code Enforcement: Boarded up, vacant or inhabitable properties with code enforcement violations			
PRA-2023-00122	4/3/2023		Community Development - Code Enforcement		External Portal	9	Completed
Request Code: 12459151 Date: 04/04/23 On behalf of our customers who are contractors & suppliers, we request updated plan-holder, bid tabulation and contract award information AS IT IS AVAILABLE on the following solicitation. Please correct any errors/deficiencies and return by Email to bids@napc.me or Fax to 302-450-1925. Solicitation Name: FY23 Citywide Pavement Rehabilitation Project Solicitation Number: solicitation number Z3-PW-278, Bid Date: 04/03/23 This request is made in consideration of state and local procurement laws and in the interest of a fair and transparent bidding process.							
PRA-2023-00123	4/4/2023		Finance	Finance: Bid	Internal Portal	6	Completed
		As part of the City of Gilroy's public review process, the City references in the Public Review Period section of the memorandum to seek public input in accordance with the "Citizen Participation Plan." (Ref: NOTICE OF 30-DAY PUBLIC REVIEW PERIOD AND PUBLIC HEARING OF THE GILROY CITY COUNCIL FOR FISCAL YEAR 2023-2024 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, 24 Mar 2023). I have attempted to locate the Citizen Participation Plan, but have been unsuccessful to date. Any assistance you can provide is greatly appreciated.					
PRA-2023-00124	4/5/2023			Other	External Portal	12	Completed
Open or Expired permits Open code violation Demolition Orders Special Assessments (Not Included in Tax Bill) Open Liens							
PRA-2023-00126	4/5/2023	Address: 6590 Eagle Ridge Ct Gilroy CA 95020	Community Development - Building	Community Development - Building: Building Permits	External Portal	6	Completed

PRA-2023-00127	4/5/2023	Dear City Clerk, I hope this email finds you well. As a Realtor, I am writing to request a list of addresses of homes and commercial buildings that have been red tagged, deemed inhabitable or condemned. The purpose of this list is to reach out to the owners of these properties and offer to help facilitate the sale of these properties to new owners who are willing to purchase, renovate and put these unused properties back in use. I understand that many of these property owners may be facing financial hardship and may not have the means to cure the violations, which often result in the deterioration of the properties and surrounding neighborhoods. By helping these property owners sell their unused properties, I can not only put real money back into their pockets but also improve the neighborhoods by renovating dilapidated homes and buildings. I believe this initiative will be beneficial not just for the owners but also for the community as it will help in enhancing the city's aesthetic appeal and making it a more desirable place to live and work. An excellent example of this is the El Amigo restaurant building at 8800 San Ysidro Rd, which has been recently sold and is currently undergoing renovations. I kindly request your assistance in providing me with the necessary information to pursue this initiative. If you require more information regarding this, please do not hesitate to reach out to me. Thank you for your attention to this matter. I appreciate your help and look forward to hearing from you soon. Sincerely, Navjit "Jeet" Sangha, Realtor Lic# 02014485 408.840.3112	Community Development - Code Enforcement	Community Development - Code Enforcement: Boarded up, vacant or inhabitable properties with code enforcement violations	External Portal	6	Completed
PRA-2023-00128	4/5/2023	BBQ fire fire occurred between 9/9/22 and 9/12/22 I have conflicting statements.	Fire	Fire: Incident Reports (Fire)	External Portal	5	Completed
PRA-2023-00129	4/6/2023	We are conducting research on solar activity in the U.S. and would like access to the following data: - Note that we do not need the original records nor need scanned copies - just the data that can be produced in excel or CSV format by the software used by your department to track permits and an email receipt is preferred. - Issued Residential and Commercial solar (photovoltaic - PV) permits from 03/01/2023 to 03/31/2023. If a separate Solar Permit category is not used in the permitting system, please provide data on all Building and Electrical Permits within the time frame specified AND - Issued Residential and Commercial Energy Storage Systems permits from 03/01/2023 to 03/31/2023. If a separate Energy Storage category is not used in the permitting system, please provide data on all Building and Electrical Permits within the time frame specified. - The following data points: permit number, permit status, permit address, contractor, issue date, permit type, sub-type, valuation (if available), work description and if possible, please include Storage/Battery Manufacturer Name. - If possible, please provide the reports in CSV or excel format. - If available, we need Application date and final / completion date for the solar permits. It's okay if there is a delay in this request, given the current situation with COVID-19.	Community Development - Building	Community Development - Building: Building Permits	External Portal	5	Completed
PRA-2023-00130	4/6/2023	This is an incident involving a Joseph Cornaggia and a barbeque grill. Please provide all the public records of reports, statements, and photographs with regard to this incident.	Fire	Fire: Incident Reports (Fire)	External Portal	4	Completed
PRA-2023-00131	4/6/2023	Environmental records related to 8400 Church Street, Gilroy specifically any records related to dry cleaning operation at the property.	Community Development - Fire	Community Development - Fire: Files Regarding Environmental Conditions of a Property	External Portal	5	Completed
PRA-2023-00132	4/10/2023	8881 MURAOKA DR Structural plans for commercial building to facilitate potential tenant improvements	Community Development - Building	Community Development - Building: Building Permits	External Portal	9	Completed

PRA-2023-00133	4/10/2023	#PRA-2023-00115	Community Development - Building	Community Development - Building: Building Permits	External Portal	7	Completed
Please send us copies of all active leases/licenses for cell towers, rooftop antennas, or other wireless installations on property owned or managed by the City of Gilroy, California along with 24 months of associated payment histories.							
PRA-2023-00134	4/10/2023		City Clerk	City Clerk: Contracts	External Portal	1	Completed
PRA-2023-00135	4/10/2023	building permit summary for 370 Kishimura Drive.	Community Development - Building	Community Development - Building: Building Permits	External Portal	7	Completed
PRA-2023-00136	4/11/2023	The tenant no longer lives at the property. I work with a non-profit legal aid agency, and we are working with the tenant in determining if they were at fault and how that would impact them or not.	Fire	Fire: Incident Reports (Fire)	External Portal	1	Completed
PRA-2023-00137	4/13/2023	I'd like to request records pertaining to historical and current use of hazardous materials, aboveground/underground storage tanks, spills/releases/cleanups, and violations for the properties at 401, 411 Automall Parkway and 450 East 9th Street, Gilroy, CA 95020 (APN: 841-66-010, 841-66-014, 841-66-015).	Community Development - Fire	Community Development - Fire: CUPA Records	External Portal	1	Completed
PRA-2023-00138	4/13/2023	I'd like to request building permit history, including original construction permits, demolition permits, permits for improvements such as underground storage tanks (including septic), wells, tenant improvements, etc., for the properties at 401, 411 Automall Parkway and 450 East 9th Street, Gilroy, CA 95020 (APN: 841-66-010, 841-66-014, 841-66-015).	Community Development - Building	Community Development - Building: Building Permits	External Portal	1	Completed
PRA-2023-00139	4/17/2023	Looking for the fire incident and investigation for a fire at the above address.	Fire	Fire: Incident Reports (Fire)	External Portal	7	Completed
To Whom it may concern: Our firm has been tasked to perform a Property Condition Assessment (PCA) on the properties located at: 6600 Automall Parkway and 6700 Automall Parkway The Buick/GMC and Hyundai auto dealerships located there. As part of the our due diligence, we look into the date of the last building department inspections, whether there are any open building code violations, and if there are building permits or certificate of occupancy available. If this information is available and could be provided via PDF and sent to my email that would be most appreciated.							
PRA-2023-00140	4/17/2023		Community Development - Building	Community Development - Building: Building Permits	External Portal	11	Completed
PRA-2023-00141	4/17/2023	To Whom it may concern: Our firm has been tasked to perform a Property Condition Assessment (PCA) on the properties located at: 6600 Automall Parkway and 6700 Automall Parkway The Buick/GMC and Hyundai auto dealerships located there. As part of the our due diligence, we look into the date of the last fire department inspections, whether there are any open fire code violations. If this information is available and could be provided via PDF and sent to my email that would be most appreciated.	Fire	Fire: Incident Reports (Other)	External Portal	11	Completed

I would like to make a Public Records Request for the following files or lists:

1. Code Enforcement:
 - a. I am looking for property owners cited for violations relating to their Owner Occupied or Non-Owner Occupied properties.
 - b. Any vacant or boarded-up properties.
 - c. Any substandard or hazardous properties that have health or safety issues.
 - d. Also looking for properties that have had a lien or assessment placed upon them by the city/county.
 - e. Time frame would be January 2023 - present.
 - f. Please signify which are Open and Closed cases if possible.
2. Utility shut off:
 - a. I am looking for property owners or tenants that have had their utilities shut off for non-payment or stealing water on Owner Occupied or Non-Owner Occupied properties.
 - b. Also looking for properties that have had a lien or assessment placed upon them by the city/county.
 - c. Time frame would be January 2023 - present.
- d. Please indicate which are Open and Closed cases if possible.
3. Fire Damaged Properties:
 - a. I am looking for property owners with structure fires to Owner Occupied or Non-Owner Occupied properties.
 - b. Time frame would be January 2023 - present.
 - c. Please signify which are Open and Closed cases if possible.

			Community Development - Code Enforcement	Community Development - Code Enforcement: Code Enforcement Violations	Internal Portal	62	Completed
PRA-2023-00142	4/19/2023	Loris Romero is "not licensed", and "does not pay workman's comp." City of Gilroy must investigate business license of Ms. Loris Romero. Ms. Loris Romero Rom's Auto Service 7225 Monterey Street Gilroy, CA 95020 Ph: 408-847-7359					
PRA-2023-00143	4/20/2023	Hello, Can you please provide the Notice of Completion for the Egleberry and Seventh Parking Lot Project (DIR #415111)? If the project/contract has been completed but no Notice of Completion was filed, please provide documentation showing the final payment and/or the date of which work was accepted as completed. This is being requested pursuant to the California Public Records Act, Government Code §7920 et. seq.	Finance	Finance: Business Licenses	Internal Portal	4	Completed
PRA-2023-00144	4/24/2023	I would like to request a copy of blue prints on this property 7230 Dowdy Street Gilroy ca 95020	Community Development - Planning	Community Development - Planning: Planned Projects	Internal Portal	0	Completed
PRA-2023-00145	4/25/2023	We have been contracted to complete a Phase I Environmental Site Assessment (ESA) for a communications site being constructed at 295 Day Road, in Gilroy, CA 95020. As a part of this ESA report, we are contacting you to determine if your office has any records of hazardous material spills or any other environmental concerns for the property. Please inform me of any fees prior to beginning the search. Thank you for your assistance	Community Development - Building	Community Development - Building: Building Permits	External Portal	13	Completed
PRA-2023-00146	4/26/2023		Community Development - Fire	Community Development - Fire: Hazardous Material	External Portal	12	Completed

PRA-2023-00147	4/27/2023	Good morning, Assessor staff was unable to locate the following building plans in our system. Please locate and transfer when possible. If the electronic copies are not available, then myself or another staff member could come in to take photos. If not plans were required/received, then please confirm. APNPermit NumberSitus 783-42-061210601392202 Columbine Ct 783-44-012220901919090 Ridgeway Dr Please let me know. Thank you for your help.	Community Development - Building	Community Development - Building: Building Permits	External Portal	11	Completed
PRA-2023-00148	4/27/2023	House fire, started in garage and spread to the main home. This request is made on behalf of the insurance provider for the property owner.	Fire	Fire: Incident Reports (Fire)	External Portal	13	Completed
PRA-2023-00149	4/27/2023	Looking to review current/historic CUPA/Hazmat, underground storage tank, aboveground storage tank or any hazmat inspection files related to 6205 Engle Way, Gilroy, CA 95020. Thank you!	Community Development - Fire	Community Development - Fire: CUPA Records	External Portal	7	Completed
PRA-2023-00150	4/27/2023	Looking to review current/historic building and occupancy permits related to 6205 Engle Way, Gilroy, CA 95020. Thank you!	Community Development - Building	Community Development - Building: Building Permits	External Portal	12	Completed
PRA-2023-00151	4/27/2023	Looking to review current/historic cupa/hazmat, underground storage tank, above ground storage tank and hazmat inspections related to 6200 Engle Way, Gilroy, CA 95020.	Community Development - Fire	Community Development - Fire: CUPA Records	External Portal	6	Completed
PRA-2023-00152	4/27/2023	Looking to review current/historic building and occupancy permits related to 6200 Engle Way, Gilroy, CA 95020.	Community Development - Building	Community Development - Building: Building Permits	External Portal	12	Completed
PRA-2023-00153	5/1/2023	This house was a subsidized unit of the Santa Clara County Housing Authority. An incident report is needed to deem the unit uninhabitable and provide a transfer voucher to the family.	Fire	Fire: Incident Reports (Fire)	External Portal	9	Completed
PRA-2023-00154	5/3/2023	Hello, I work for Teri Fortino, a relator in South County, and she has a listing on 7551 Church street. The owner and her asked me to send this message regarding the public records and permits that are in the records for this property. The APN of this property is 799-06-006. Is it possible if you can email me these records and permits that are linked to this APN? Thank you for your time.	Community Development - Building	Community Development - Building: Building Permits	External Portal	6	Completed
PRA-2023-00155	5/3/2023	Hello, I work for Teri Fortino, a relator in South County, and she has a listing on 493 E 6th street. The owner and her asked me to send this message regarding the public records and permits that are in the records for this property. The APN of this property is 841-07-041. Is it possible if you can email me these records and permits that are linked to this APN? Thank you for your time.	Community Development - Building	Community Development - Building: Building Permits	External Portal	6	Completed

Hi,
We are conducting research on solar activity in the U.S. and would like access to the following data:

- Note that we do not need the original records nor need scanned copies - just the data that can be produced in excel or CSV format by the software used by your department to track permits and an email receipt is preferred.
- Issued Residential and Commercial solar (photovoltaic - PV) permits from 04/01/2023 to 04/30/2023. If a separate Solar Permit category is not used in the permitting system, please provide data on all Building and Electrical Permits within the time frame specified AND
- Issued Residential and Commercial Energy Storage Systems permits from 04/01/2023 to 04/30/2023. If a separate Energy Storage category is not used in the permitting system, please provide data on all Building and Electrical Permits within the time frame specified.
- The following data points: permit number, permit status, permit address, contractor, issue date, permit type, sub-type, valuation (if available), work description and if possible, please include Storage/Battery Manufacturer Name.
- If possible, please provide the reports in CSV or excel format.
- If available, we need Application date and final / completion date for the solar permits.

It's okay if there is a delay in this request, given the current situation with COVID-19.
Regards, and stay safe,

			Community Development - Building	Community Development - Building: Building Permits	External Portal	6	Completed
PRA-2023-00156	5/3/2023	My company is currently contracted by Walmart Stores. Walmart is currently in the process of converting all landscape islands within their parking lots of their stores from mulch to a decorative PERVIOUS stone/rock. Walmart does not have a specific stone in mind at this time, so if your City requests a specific rock, please let me know. No trees/shrubs/plantings will be removed and neither will the islands themselves. Before Walmart proceeds with this, they tasked my company to reach out to the specific city/township for each store in order to make sure this is feasible per City Code/ordinances. NO PLANS ARE IN THE WORKS AT THIS TIME. Please let me know if your city/town has any specific code/ordinance requirements in regards to landscape island bed coverage. Finally, some of these sites might already contain rock instead of mulch. If this is the case, then no work will be done.					
PRA-2023-00157	5/3/2023	I apologize in advance if I emailed the wrong person, so if this is the case, would you be able to forward this to the appropriate individual? Please let me know if you have any questions. Thanks	Community Development - Planning	Community Development - Planning: Planned Projects	Internal Portal	1	Completed
PRA-2023-00158	5/3/2023	Records about my great grandfather Charles H. Pierce serving on the city council in 1924 and 1928. Also see if he served in another capacity.		Other	External Portal	33	Withdrawn
PRA-2023-00159	5/4/2023	Vehicle fire need incident report for auto insurance claim.	Fire	Fire: Incident Reports (Fire)	External Portal	1	Completed
PRA-2023-00160	5/8/2023	Hello, I am requesting any information/documentation with the Building Department regarding the property located at 5955 Travel Park Circle, Gilroy. Of particular interest are the following items: • Building permits from construction to present. • Construction date (current building, previous buildings if applicable) • Permits of environmental concern (petroleum storage tanks, septic systems, oil/water separators) • Record violations or complaints registered against the subject property The time frame for this request is 1940-2023. Thank you.	Community Development - Building	Community Development - Building: Building Permits	External Portal	7	Completed
PRA-2023-00161	5/8/2023	Hello, I am requesting any information/documentation with the Fire Department regarding the property located at 5955 Travel Park Circle, Gilroy. Of particular interest are the following items: • Records regarding hazardous materials usage/storage/incidents or known environmental concerns/contamination which may have affected the property, • Records regarding aboveground or underground storage tank (UST) systems, which are currently or historically located at the property. • Records of fire inspections at the subject property. The time frame for this request is 1940-2023. Thank you.	Community Development - Fire	Community Development - Fire: CUPA Records	External Portal	1	Completed

PRA-2023-00162	5/8/2023	Hello, I am requesting any information/documentation with the Planning Department regarding the property located at 5955 Travel Park Circle, Gilroy. Of particular interest are any activity use limitations, land use restrictions, or deed restrictions currently in place on the property that limits the use of, access to, or future development of the site. Thank you.	Community Development - Planning	Community Development - Planning: Project Site Maps	External Portal	0	Completed
PRA-2023-00163	5/8/2023	Please send me all permitted records for my home at 9241 Tea Tree Court, Gilroy, CA 95020. I had my tandem garage converted into an office which is now considered livable space and I would like to see if the additional square footage is reported and on record.	Community Development - Building	Community Development - Building: Building Permits	External Portal	7	Completed
PRA-2023-00164	5/10/2023	On 4-29-2023 at approximately 4:19pm our insureds 1989 Chevrolet Silverado caught fire. The loss occurred on Mantelli Dr in Gilroy, CA	Fire	Fire: Incident Reports (Other)	External Portal	0	Completed
PRA-2023-00165	5/11/2023	Request Tenant Improvement drawings of Permit # 07060100 TI - King Eggroll Restaurant. Raymond SITU C-64647	Community Development - Building	Community Development - Building: Building Permits	External Portal	4	Completed
PRA-2023-00166	5/15/2023	Administrative Investigation Report of Rebeca Armendariz		Other	Internal Portal	0	Completed
PRA-2023-00167	5/15/2023	Testing the system for City Clerk's Office.	City Clerk	City Clerk: Resolutions	Internal Portal	0	Completed
PRA-2023-00168	5/18/2023	As a tenant of commercial building located at 6205 Engle Way, Gilroy, CA 95020, I am requesting all records submitted to the city of Gilroy to permit a couple projects performed over the years. Owner of building is Engle Associates LLC. Permit #15040110, Type: BALTCOM/IN, Purpose: Installation of storage racks, total of 1400 Permit #15100261, Type: BALTCOM/IN, Purpose: Installation of storage racks, total of 4400 linear Permit #16040073, Type: BALTCOM/IN, Purpose: Install new concrete pad 2 x 5.5 on top of (E)	Community Development - Building	Community Development - Building: Building Permits	External Portal	8	Completed
PRA-2023-00169	5/22/2023	Looking for permit summary for new development at: 8805 Forest Street Gilroy, CA 95020 Hi, I would like to request a list of the contact information of everyone that has applied for a business license in the last 3 months. I would like their phone number, business address, owners name and email address. Thank you	Community Development - Building	Community Development - Building: Building Permits	External Portal	4	Completed
PRA-2023-00170	5/22/2023		Finance	Finance: Business Licenses	External Portal	1	Completed
PRA-2023-00171	5/22/2023	Requesting the building permit history for 765 Nicole Court in Gilroy	Community Development - Building	Community Development - Building: Building Permits	External Portal	4	Completed
PRA-2023-00172	5/22/2023	Hi. I would like to request a copy of my adu permit for my record.	Community Development - Building	Community Development - Building: Building Permits	External Portal		Returned for More Information
PRA-2023-00173	5/22/2023	On behalf of Silicon Valley Residents for Responsible Development, we submit the attached public records request for the Bolsa Road Industrial Project. Please respond to Janet Laurain - jlaurain@adamsbroadwell.com	Community Development - Planning	Community Development - Planning: Planned Projects	Internal Portal	29	Completed
PRA-2023-00174	5/22/2023	History of building permits, for residential home at 1106 Sprig Way, Gilroy Ca. 95020 Any history of replacement or modifications or additions to this home. HVAC, Electrical, Plumbing, Utilities, Solar etc.	Community Development - Building	Community Development - Building: Building Permits	External Portal	17	Completed
PRA-2023-00175	5/24/2023	Report of gas smell in residence	Fire	Fire: Incident Reports (Other)	Internal Portal	0	Completed
PRA-2023-00176	5/24/2023	Requesting Blueprints for 791 Lawrence Drive.	Community Development - Building	Community Development - Building: Building Permits	Internal Portal	2	Completed
PRA-2023-00177	5/30/2023	I am looking for a house schematic showing plumbing at 8960 Church St in Gilroy CA. We have an underground leak and are trying to locate the leak.		Other	External Portal	2	Completed

SmartProcure is submitting a public records request to the City of Gilroy for any and all purchasing records from 2/9/2023 to current. The request is limited to readily available records without physically copying, scanning, or printing paper documents. Any editable electronic document is acceptable.
The specific information requested from your record-keeping system is:

1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
2. Purchase date
3. Line item details (Detailed description of the purchase)
4. Line item quantity
5. Line item price
6. Vendor ID number, name, address, contact person and their email address

If you would like to let me know what type of financial software you use, I may have report samples that help to determine how, or if, you are able to respond. As an added security and privacy measure, there will be a unique upload link for any new requests moving forward, including this one. We appreciate your assistance towards this request. You may also attach the information to this email.

PRA-2023-00178	5/31/2023	https://upload.smartprocure.com/?id=c2RnPWVYiZRMdAwMDAzcIRRhFBTSZzdD1DOSZvcmc9O2l0eU9mR2lscm95	Finance	Finance: Expense Reports	External Portal	16	Completed
		Hello- I'd like to obtain copies of any available hazardous materials-related files (i.e., Certified Unified Program Agency [CUPA] program files) at the Building, Life and Environmental Safety (BLES) Division associated with the site outlined in red on the attached site plan. All documents regarding hazardous materials spills or impacts to soil or groundwater at the site also would be of interest. Please let me know if any of the above records are available. Thank you for your assistance!					
PRA-2023-00179	5/31/2023		Community Development - Fire	Community Development - Fire: Hazardous Material	Internal Portal	6	Completed
		Hi, We are conducting research on solar activity in the U.S. and would like access to the following data: • Note that we do not need the original records nor need scanned copies - just the data that can be produced in excel or CSV format by the software used by your department to track permits and an email receipt is preferred. • Issued Residential and Commercial solar (photovoltaic - PV) permits from 5/1/2023 to 5/31/2023. If a separate Solar Permit category is not used in the permitting system, please provide data on all Building and Electrical Permits within the time frame specified. • Issued Residential and Commercial Energy Storage Systems permits from 5/1/2023 to 5/31/2023. If a separate Energy Storage category is not used in the permitting system, please provide data on all Building and Electrical Permits within the time frame specified. • The following data points: permit number, permit status, permit address, contractor, issue date, permit type, sub-type, valuation (if available), work description and if possible, please include Storage/Battery Manufacturer Name. • If possible, please provide the reports in CSV or excel format. • If available, we need Application date and final / completion date for the solar permits. It's okay if there is a delay in this request, given the current situation with COVID-19. Regards, and stay safe,					
PRA-2023-00180	6/1/2023		Community Development - Building	Community Development - Building: Building Permits	External Portal	7	Completed

PRA-2023-00181	6/1/2023	Please provide the Assessor Office with the building plan for APNPermitSitus Address 783-62-022220501162354 Banyan St Thank you for your help.	Community Development - Building	Community Development - Building: Building Permits	External Portal	4	Completed
PRA-2023-00182	6/5/2023	On behalf of Silicon Valley Residents for Responsible Development, we submit the attached request for access to public records for the Holloway Road Industrial Project. If you have any questions, please contact Tara Rengifo. Thank you,	Community Development - Planning	Community Development - Planning: Planned Projects	Internal Portal	17	Completed
PRA-2023-00183	6/5/2023	Request Code: 12657692 Date: 06/05/23 On behalf of our customers who are contractors & suppliers, we request updated plan-holder, bid tabulation and contract award information AS IT IS AVAILABLE on the following solicitation. Please correct any errors/deficiencies and return by Email to bids@napc.me or Fax to 302-450-1925. Solicitation Name: FORD F650 Cab and Chassis with Crane and Air Compressor Solicitation Number: solicitation number 23-PW-283, Bid Date: 06/13/23 This request is made in consideration of state and local procurement laws and in the interest of a fair and transparent bidding process.	Finance	Finance: Bid	Internal Portal	11	Completed
PRA-2023-00184	6/5/2023	Request Code: 12657964 Date: 06/05/23 On behalf of our customers who are contractors & suppliers, we request updated plan-holder, bid tabulation and contract award information AS IT IS AVAILABLE on the following solicitation. Please correct any errors/deficiencies and return by Email to bids@napc.me or Fax to 302-450-1925. Solicitation Name: F650 Cab with Scelzi Dump Body Truck Solicitation Number: solicitation number 23-PW-282, Bid Date: 06/13/23 This request is made in consideration of state and local procurement laws and in the interest of a fair and transparent bidding process.	Finance	Finance: Bid	Internal Portal	11	Completed
PRA-2023-00185	6/5/2023	Request Code: 12666558 Date: 06/05/23 On behalf of our customers who are contractors & suppliers, we request updated plan-holder, bid tabulation and contract award information AS IT IS AVAILABLE on the following solicitation. Please correct any errors/deficiencies and return by Email to bids@napc.me or Fax to 302-450-1925. Solicitation Name: IFB - Ford F750 Cab with 1,500 Gal. Stainless Steel Potable Water Tank Solicitation Number: solicitation number 23-PW-284, Bid Date: 06/13/23 This request is made in consideration of state and local procurement laws and in the interest of a fair and transparent bidding process.	Finance	Finance: Bid	Internal Portal	11	Completed

Pursuant to the state statutes regarding public information, I am inquiring to whether you can provide the following information:

1. A copy of any existing records showing information regarding depositor names, amounts and dates for unrefunded cash escrows, cash deposits, performance or construction bonds which have been deposited with your municipality that are currently available for release.
2. A copy of any records showing the (i) payee or vendor names, (ii) check issue dates, (iii) check number, (iv) FEIN and (v) dollar amounts of any uncashed /stale-dated vendor checks that have aged more than six months from the date of this letter in an amount equal to or greater than one thousand dollars (\$1,000.00).
3. Financial spreadsheet, ledger, or any other accounting record of property tax overpayments, or claimed/unredeemed tax lien certificates which have been refundable for more than six months from the date of this letter showing the (i) payee names (ii) check issue dates, (iii) check numbers, (iv) FEIN and (v) dollar amounts over \$1,000.00.
4. For the above three requests please include all the necessary claim forms, affidavits and instructions required for the reissuance of the deposits/outstanding/stale dated checks or refunds.
5. At what frequency are these records updated? Monthly, quarterly, semiannually, annually or upon request? Please confirm, if uncashed checks are remitted to state unclaimed property bureau. If so, after what aging period?

Thank you in advance for your assistance with this request.

PRA-2023-00186	6/5/2023	Dear Sir or Madam:	Finance	Finance: Expense Reports	External Portal	3	Completed
		Our office represents Jacob Rodriguez Garcia, we are requesting a copy of the certified court docket for the charges made against him in the year 2010. Please see below for more information. If you do not believe you have the information could you forward this email to Gilroy Municipal Court's Clerk. First Name Used: Jacob Last Name(s): Rodriguez DOB: 10/01/1990 Charge 1: 001 - counts of Petty Theft Date of Offense: 11/26/2010 Arresting Agency: Sheriff's Office San Jose Court: Municipal Court Gilroy Document Requested: Certified Court Docket Document Requested: Regular Copy Judgment and Sentence Document Requested: Regular Copy of Plea Statement Or any documents you can provide. If there are no records available, we would like to request a certified letter stating that. Should you need any additional information, please do not hesitate to contact me at					
PRA-2023-00187	6/5/2023			Other	External Portal	0	Completed

Re:Public Records Act (Freedom of Information Act) Request: Monte Massolo

To Whom It May Concern:

This correspondence is a request for information pursuant to the California Public Records Act (Government Code Section 6250 to 6276.48.) and the parallel federal statute. the Freedom of Information Act (5 U.S.C. §552).

My firm represents the interests of Monte Massolo in this matter. The reason for this request is for our investigative purposes.

This request pertains to a motorcycle crash that occurred on US-101 S/B to Masten On Ramp. 935 feet south of Masten Avenue in an unincorporated area of Santa Clara County, California. (hereafter "THE ROADWAY") on April 1, 2023 at around 14:05 p.m. (hereafter "THE CRASH"). For additional information. please see The Preliminary Report by the California Highway Patrol attached as Exhibit A.

At the time of THE CRASH, there was a considerable damage and depressions in the surface of THE ROADWAY including removal of the surface material causing grooves. damage, defects in the asphalt. and a significant pothole. It is not presently known how long these depressions and potholes were located at the THE ROADWAY, or what their origins were. Hereafter this above-described grooves, damage, defects in the asphalt and the significant pothole shall be referred to as "THE DEPRESSIONS".

The origin of THE DEPRESSIONS are presently unknown. Hereafter, the unknown original of this Debris shall be referred to as "THE ORIGIN OF THE DEPRESSIONS".

It is presently unknown if someone reported THE DEPRESSIONS or THE ORIGIN OF THE DEPRESSIONS or THE CRASH. This includes. but is not limited to: telephone calls. letters. emails, faxes. text messages reports, CB radio calls. internet submissions or any other communications to: 911. 511. 1.800.TELL.CHP. Caltrans. California Highway Patrol. municipal

PRA-2023-00188	6/6/2023	includes. but is not limited to: telephone calls. letters. emails, faxes. text messages reports, CB radio calls. internet submissions or any other communications to: 911, 511, 1-800-TELL-CHD, Caltrans, California Highway Patrol, municipal		Other	Internal Portal	2	Completed
PRA-2023-00189	6/6/2023	1. How far back of curb does the private road access easement extend in "Gilroy Country Oaks Estates" ? 2. Who owns the street lights in Gilroy Country Oaks Estates (HOA) and what is the process for being able to put Cameras and solar panels on the street light poles? 3. Need copies of underground AS Builts for utilities in Gilroy Country Oaks Estates in the areas of Banyon Ct near Banyon Av. and Tea Tree Way near Hill Crest.	Community Development - Planning	Community Development - Planning: Planned Projects	External Portal	0	Completed
Request a copy of your building permit records from March 08, 2023, to present.							
Please include any fields that your permitting system tracks. This includes but is not limited to: -Permit Number -Applied/Issued Dates -Work Address -Permit Type -Permit Status -Description of the work being done -Contractor and Architect Details -Job Valuations The preferred file format is a searchable PDF.							
PRA-2023-00190	6/6/2023		Community Development - Building	Community Development - Building: Building Permits	External Portal	3	Completed
PRA-2023-00191	6/6/2023	I am looking for blueprint copies of my home. The home was part of a development by the name of "North Point Court of Gilroy", develop in 2008.	Community Development - Planning	Community Development - Planning: Project Site Maps	External Portal	0	Completed
Please provide all building permit records for the property listed below. Thank you!							
PRA-2023-00192	6/7/2023	7600 Santa Paula Dr, Gilroy, CA 95020. APN# 808-07-022	Community Development - Building	Community Development - Building: Building Permits	External Portal	5	Completed
PRA-2023-00193	6/8/2023	We are thinking to do some house remodeling and would like to have the Blue print and permits issued to our house at 1246 VALBUSA DR., Gilroy, CA 95020 Thank you,	Community Development - Building	Community Development - Building: Building Permits	External Portal	4	Completed

		We are thinking to do some remodeling and mainly removing a wall and would like to see the blue print of our house if available. Our address is 1246 VALBUSA DR, Gilroy, CA 95020					
PRA-2023-00194	6/8/2023	Thank You	Community Development - Building	Community Development - Building: Building Permits	External Portal	4	Completed
		On behalf of the Freedom Foundation and pursuant to the California Public Records Act, I hereby request the following public records within the possession and control of Gilroy. I am requesting electronic copies, preferably in an excel or spreadsheet file for ALL employees working within ALL Departments in the city of Gilroy. 1. First name 2. Middle name 3. Last name 4. Gender 5. Public office address 6. Zip Code of Public office address 7. Job title 8. Hire date 9. Agency/Department 10. Work email address, and naming convention and domain 11. Work telephone number 12. Respective bargaining unit 13. Bargaining unit Local number Please provide electronic copies of these records to me at: foiarequestff@gmail.com If there are any fees or costs associated with procuring these records, please inform me of the cost. However, I request you waive any costs, given that I am seeking this information in the public interest. If you have any questions, please feel free to let me know.					
PRA-2023-00195	6/12/2023		Human Resources	Human Resources: Personnel Files	Internal Portal	2	Completed
		Hello, I work with Accutrend Data and I would like to request a listing of new businesses that filed in your city/county/town/village, for the time period of 05/01/2023 - 05/31/2023. The Information should include: BUSINESS NAME, BUSINESS ADDRESS, CONTACT NAME, BUSINESS PHONE NUMBER, AND DATE THAT THE BUSINESS WAS FILED, however, if you can not provide all, BUSINESS NAME, BUSINESS ADDRESS AND THE START DATE TOO. If you can NOT provide ALL of the requested information, PLEASE do not send a file. Please just send an email stating that 0 new records for said month. Are you able to provide that information? If so, is there a cost? I appreciate your help and hope you have a nice day.					
PRA-2023-00196	6/13/2023		City Clerk	City Clerk: Contracts	External Portal	6	Completed
		Request Code: 12666558 Date: 06/14/23 On behalf of our customers who are contractors & suppliers, we request updated plan-holder, bid tabulation and contract award information AS IT IS AVAILABLE on the following solicitation. Please correct any errors/deficiencies and return by Email to bids@napc.me or Fax to 302-450-1925. Solicitation Name: IFB - Ford F750 Cab with 1,500 Gal. Stainless Steel Potable Water Tank Solicitation Number: solicitation number 23-PW-284, Bid Date: 06/13/23 This request is made in consideration of state and local procurement laws and in the interest of a fair and transparent bidding process.					
PRA-2023-00197	6/14/2023		Finance	Finance: Bid	Internal Portal	2	Completed

Request Code: 12657964 Date: 06/14/23 On behalf of our customers who are contractors & suppliers, we request updated plan-holder, bid tabulation and contract award information AS IT IS AVAILABLE on the following solicitation. Please correct any errors/deficiencies and return by Email to bids@napc.me or Fax to 302-450-1925. Solicitation Name: F650 Cab with Scelzi Dump Body Truck Solicitation Number: solicitation number 23-PW-282, Bid Date: 06/13/23 This request is made in consideration of state and local procurement laws and in the interest of a fair and transparent bidding process.						
PRA-2023-00198	6/14/2023		Finance	Finance: Bid	Internal Portal	2 Completed
		Request Code: 12657692 Date: 06/14/23 On behalf of our customers who are contractors & suppliers, we request updated plan-holder, bid tabulation and contract award information AS IT IS AVAILABLE on the following solicitation. Please correct any errors/deficiencies and return by Email to bids@napc.me or Fax to 302-450-1925. Solicitation Name: FORD F650 Cab and Chassis with Crane and Air Compressor Solicitation Number: solicitation number 23-PW-283, Bid Date: 06/13/23 This request is made in consideration of state and local procurement laws and in the interest of a fair and transparent bidding process.				
PRA-2023-00199	6/14/2023		Finance	Finance: Bid	Internal Portal	2 Completed
		Hello, I am requesting a list of properties that were issued a code enforcement violation, if not, a complaint from March 2023 to present. Specifically I'm looking for open and closed nuisance and property maintenance violations such as blight, trash, fire damage, debris, overgrown grass / weeds, trees, abandoned property or houses, junk cars, rats etc, vacant and substandard building / neglected / unsecured properties. However I will take any code violations if it is easier. I need the property address, and if possible the violation date, reason for violation/complaint. I am also requesting a list of properties that CURRENTLY have no water usage / zero water consumption. I need the property address. If this is not possible, I'm requesting a list of properties that currently have the water shut off. Thank you.				
PRA-2023-00200	6/14/2023			Other	External Portal	8 Completed
		Hi, I'm conducting a Phase I on the Villa Esperanza apartment complex located at 752 Saint Clar Avenue in Gilroy. I'd like to receive copies of all CUPA records for the property. Thank you!				
PRA-2023-00201	6/14/2023		Community Development - Fire	Community Development - Fire: CUPA Records	External Portal	9 Completed
		Hi, I would like to receive copies of building permits, current and historical, for the property located at 752 Saint Clar Ave in Gilroy. It currently is the Villa Esperanza apartments. Thank you!				
PRA-2023-00202	6/15/2023		Community Development - Building	Community Development - Building: Building Permits	External Portal	5 Completed

PRA-2023-00203	6/19/2023	Pursuant to a Phase I Environmental Site Assessment, for the property located on the southern portion of Parcel #: 841-66-015 (450 East 9th Street, Gilroy), I would like available building records for the construction or razing of structures, building additions, and certificates of occupancies. Also, please confirm the current zoning. I do not need electrical, plumbing, or HVAC permits. Please feel free to let me know if you have any questions. Thank you. Site Zoning is Commercial Planned Development C3/HC-PUD	Community Development - Building	Community Development - Building: Building Permits	External Portal	4	Completed
PRA-2023-00204	6/19/2023	Pursuant to a Phase I Environmental Site Assessment, for the property located on the southern portion of Parcel #: 841-66-015 (450 East 9th Street, Gilroy), I would like to review Fire/CUPA records (e.g. HAZMAT and/or wastes, the installation or removal of ASTs, USTs, LUSTs, and septic systems, potable wells, inspections, violations, complaints, incidents and/or cleanup reports) that may be available for Commercial Property. Please feel free to let me know if you have any questions. Thank you.	Community Development - Fire	Community Development - Fire: CUPA Records	External Portal	3	Completed
PRA-2023-00205	6/21/2023	Inventory of all City of Gilroy owned real property including buildings, parking lots, storage facilities, empty lots, streets, walkways, alleys, parklands, open space, and any other property considered public-right-of-way.		Other	External Portal	16	Completed
PRA-2023-00206	6/22/2023	Building permit for the address: 391 Windsong Way	Community Development - Building	Community Development - Building: Building Permits	External Portal	1	Completed
PRA-2023-00207	6/26/2023	Property record for 7650 Church St, APN 799-04-035. Requesting the information for a drive-by appraisal. I need information regarding all know permits for the subject property.		Other	External Portal	0	Completed
PRA-2023-00208	6/26/2023	1. Any and all records related to the City of Gilroy sewer system that runs adjacent to the property located at 400 Stutz Way, Gilroy also known as 400 Automall Drive, Gilroy, including but not limited to the following: a. all records of inspections, maintenance and repair of the sewer system; b. all records of inspections, maintenance and repair of the force main and lift system; c. all records related to the control, treatment, and mitigation of hydrogen sulfide gas release from the City of Gilroy sewer system that runs adjacent to the property located at 400 Stutz Way, Gilroy and/or 400 Automall Drive; d. all records related to the control, treatment, and mitigation of corrosion to any portion of the City of Gilroy sewer system that runs adjacent to the property located at 400 Stutz Way, Gilroy and/or 400 Automall Drive; e. maps of the City of Gilroy sewer system that runs adjacent to the property located at 400 Stutz Way, Gilroy and/or 400 Automall Drive, including all lateral tie-ins from any source, connections, and other related fixtures and installations; f. all records of complaints, reports, and calls for service that relate to the sewer system that runs adjacent to the property located at 400 Stutz Way, Gilroy and/or 400 Automall Drive and any of its tie-ins or connections; g. all records related to applications, permits, requests submitted to alter or modify the sewer system that runs adjacent to the property located at 400 Stutz Way, Gilroy and/or 400 Automall Drive and any of its tie-ins or connections, including new construction. 2. Any and all records including but not limited to records that relate to the repair, maintenance, inspection and construction of the lateral sewer system and force mains, sewer pumps, tie-ins, connections, and any other fixtures or installations, at the property located at 400 Stutz Way, Gilroy and/or 400 Automall Drive; 3. Any and all records including but not limited to records that relate to the repair, maintenance, inspection and construction of the lateral sewer system and force mains, sewer pumps, tie-ins, connections, and any other fixtures or installations, at the property located at 6600 Automall Parkway, Gilroy; 4. Records related to the existence of any and all public utility easements at 400 Stutz Way, Gilroy and/or 400 Automall Drive.		Other	External Portal		Submitted
PRA-2023-00209	6/26/2023	Please get me copies of any/all permits relating to the APN: 841-14-028. The address may be 5560, 5580 or 5590 Monterey Road Gilroy. Thank you!	Community Development - Building	Community Development - Building: Building Permits	External Portal	3	Completed
PRA-2023-00210	6/26/2023	LEGAL PURPOSE Please send copies of the accident report, photographs/videos, and any other statements or supplemental reports related to the vehicle accident on 04/17/2023 at 11:54 a.m.	Fire	Fire: Incident Reports (Medical)	External Portal	0	Completed

PRA-2023-00211	6/27/2023	An electronic copy of all payment transactions for fiscal year 2021/2022. This could be considered one of the following reports: Vendor Payment Checkbook Report, Checkbook Register, Expenditure Data, Transactional Detail Payments, Online Checkbook, or Disbursements.	Finance	Finance: Expense Reports	External Portal	0	Completed
PRA-2023-00212	6/28/2023	Fire occurred on las animas avenue Property does not have address but it's between 770 las animas and 820 las animas. Occurred around 7 am that day.	Fire	Fire: Incident Reports (Fire)	External Portal	5	Completed
PRA-2023-00213	6/29/2023	Request for environmental records including but not limited to hazardous materials/waste, pipelines and underground storage tanks for the property located at 18275 Serene Drive, Morgan Hill, CA 95037.	Community Development - Fire	Community Development - Fire: Files Regarding Environmental Conditions of a Property	External Portal	7	Completed
PRA-2023-00214	6/29/2023	Hi, Can we please get any and all permits for- 7531 Miller Ave, Gilroy 7680 Church St, Gilroy 7661Eigleberry St, Gilroy 7641 Eigleberry St., Gilroy 241 Gurries Drive, Gilroy Thanks!	Community Development - Building	Community Development - Building: Building Permits	External Portal	8	Completed
PRA-2023-00215	6/29/2023	Hi, Can we get permits for- 731 5th St, Gilroy Thanks	Community Development - Building	Community Development - Building: Building Permits	External Portal	8	Completed

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00121	Date Received:	4/3/2023
Status:	Completed	Resolution Days:	14
Department:	Finance: Expense Reports		
Request:			
Please report the quarterly breakdown of the transient occupancy tax revenue accrued during FY 2019-2020, FY 2020-2021, and FY 2021-2022. This is a follow up request to PRA-2022-00202 which provided the FY total.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00122	Date Received:	4/3/2023
Status:	Completed	Resolution Days:	9
Department:	Community Development - Code Enforcement		
Request:			
7041 Monterey St has some vilolation back in 2007 I do not know about it.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00123	Date Received:	4/4/2023
Status:	Completed	Resolution Days:	6
Department:	Finance: Bid		
Request:			
Request Code: 12459151			
Date: 04/04/23			
On behalf of our customers who are contractors & suppliers, we request updated plan-holder, bid tabulation and contract award information AS IT IS AVAILABLE on the following solicitation. Please correct any errors/deficiencies and return by Email to bids@napc.me or Fax to 302-450-1925.			
Solicitation Name: FY23 Citywide Pavement Rehabilitation Project			
Solicitation Number: solicitation number 23-PW-278,			
Bid Date: 04/03/23			
This request is made in consideration of state and local procurement laws and in the interest of a fair and transparent bidding process.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00124	Date Received:	4/5/2023
Status:	Completed	Resolution Days:	12
Department:	Other		
Request:			
As part of the City of Gilroy's public review process, the City references in the Public Review Period section of the memorandum to seek public input in accordance with the "Citizen Participation Plan." (Ref: NOTICE OF 30-DAY PUBLIC REVIEW PERIOD AND PUBLIC HEARING OF THE GILROY CITY COUNCIL FOR FISCAL YEAR 2023-2024 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, 24 Mar 2023). I have attempted to locate the Citizen Participation Plan, but have been unsuccessful to date. Any assistance you can provide is greatly appreciated.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00126	Date Received:	4/5/2023
Status:	Completed	Resolution Days:	6
Department:	Community Development - Building: Building Permits		
Request:			
Open or Expired permits			
Open code violation			
Demolition Orders			
Special Assessments (Not Included in Tax Bill)			
Open Liens			
Address: 6590 Eagle Ridge Ct Gilroy CA 95020			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00127	Date Received:	4/5/2023
Status:	Completed	Resolution Days:	6
Department:	Community Development - Code Enforcement		

Request:

Dear City Clerk,

I hope this email finds you well. As a Realtor, I am writing to request a list of addresses of homes and commercial buildings that have been red tagged, deemed inhabitable or condemned. The purpose of this list is to reach out to the owners of these properties and offer to help facilitate the sale of these properties to new owners who are willing to purchase, renovate and put these unused properties back in use.

I understand that many of these property owners may be facing financial hardship and may not have the means to cure the violations, which often result in the deterioration of the properties and surrounding neighborhoods. By helping these property owners sell their unused properties, I can not only put real money back into their pockets but also improve the neighborhoods by renovating dilapidated homes and buildings.

I believe this initiative will be beneficial not just for the owners but also for the community as it will help in enhancing the city's aesthetic appeal and making it a more desirable place to live and work. An excellent example of this is the El Amigo restaurant building at 8800 San Ysidro Rd, which has been recently sold and is currently undergoing renovations.

I kindly request your assistance in providing me with the necessary information to pursue this initiative. If you require more information regarding this, please do not hesitate to reach out to me.

Thank you for your attention to this matter. I appreciate your help and look forward to hearing from you soon.

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00128	Date Received:	4/5/2023
Status:	Completed	Resolution Days:	5
Department:	Fire: Incident Reports (Fire)		
Request:			
BBQ fire fire occurred between 9/9/22 and 9/12/22 I have conflicting statements.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00129	Date Received:	4/6/2023
Status:	Completed	Resolution Days:	5
Department:	Community Development - Building: Building Permits		
Request:			
We are conducting research on solar activity in the U.S. and would like access to the following data: • Note that we do not need the original records nor need scanned copies – just the data that can be produced in excel or CSV format by the software used by your department to track permits and an email receipt is preferred. • Issued Residential and Commercial solar (photovoltaic - PV) permits from 03/01/2023 to 03/31/2023. If a separate Solar Permit category is not used in the permitting system, please provide data on all Building and Electrical Permits within the time frame specified AND • Issued Residential and Commercial Energy Storage Systems permits from 03/01/2023 to 03/31/2023. If a separate Energy Storage category is not used in the permitting system, please provide data on all Building and Electrical Permits within the time frame specified. • The following data points: permit number, permit status, permit address, contractor, issue date, permit type, sub-type, valuation (if available), work description and if possible, please include Storage/Battery Manufacturer Name. • If possible, please provide the reports in CSV or excel format. • If available, we need Application date and final / completion date for the solar permits. It's okay if there is a delay in this request, given the current situation with COVID-19.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00130	Date Received:	4/6/2023
Status:	Completed	Resolution Days:	4
Department:	Fire: Incident Reports (Fire)		
Request:			
This is an incident involving a Joseph Cornaggia and a barbeque grill. Please provide all the public records of reports, statements, and photographs with regard to this incident.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00131	Date Received:	4/6/2023
Status:	Completed	Resolution Days:	5
Department:	Community Development - Fire: Files Regarding Environmental Conditions of a Property		
Request:			
Environmental records related to 8400 Church Street, Gilroy specifically any records related to dry cleaning operation at the property.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00132	Date Received:	4/10/2023
Status:	Completed	Resolution Days:	9
Department:	Community Development - Building: Building Permits		
Request:			
8881 MURAOKA DR			
Structural plans for commercial building to facilitate potential tenant improvements			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00133	Date Received:	4/10/2023
Status:	Completed	Resolution Days:	7
Department:	Community Development - Building: Building Permits		
Request:			
#PRA-2023-00115			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00134	Date Received:	4/10/2023
Status:	Completed	Resolution Days:	1
Department:	City Clerk: Contracts		
Request:			
Please send us copies of all active leases/licenses for cell towers, rooftop antennas, or other wireless installations on property owned or managed by the City of Gilroy, California along with 24 months of associated payment histories.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00135	Date Received:	4/10/2023
Status:	Completed	Resolution Days:	7
Department:	Community Development - Building: Building Permits		
Request:			
building permit summary for 370 Kishimura Drive.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00136	Date Received:	4/11/2023
Status:	Completed	Resolution Days:	1
Department:	Fire: Incident Reports (Fire)		
Request:			
The tenant no longer lives at the property. I work with a non-profit legal aid agency, and we are working with the tenant in determining if they were at fault and how that would impact them or not.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00137	Date Received:	4/13/2023
Status:	Completed	Resolution Days:	1
Department:	Community Development - Building: Building Permits		
Request:			
I'd like to request records pertaining to historical and current use of hazardous materials, aboveground/underground storage tanks, spills/releases/cleanups, and violations for the properties at 401, 411 Automall Parkway and 450 East 9th Street, Gilroy, CA 95020 (APN: 841-66-010, 841-66-014, 841-66-015).			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00138	Date Received:	4/13/2023
Status:	Completed	Resolution Days:	1
Department:	Community Development - Building: Building Permits		
Request:			
I'd like to request building permit history, including original construction permits, demolition permits, permits for improvements such as underground storage tanks (including septic), wells, tenant improvements, etc., for the properties at 401, 411 Automall Parkway and 450 East 9th Street, Gilroy, CA 95020 (APN: 841-66-010, 841-66-014, 841-66-015).			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00139	Date Received:	4/17/2023
Status:	Completed	Resolution Days:	7
Department:	Fire: Incident Reports (Fire)		
Request:			
Looking for the fire incident and investigation for a fire at the above address.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00140	Date Received:	4/17/2023
Status:	Completed	Resolution Days:	11
Department:	Community Development - Building: Building Permits		

Request:

To Whom it may concern:

Our firm has been tasked to perform a Property Condition Assessment (PCA) on the properties located at:

6600 Automall Parkway
and
6700 Automall Parkway

The Buick/GMC and Hyundai auto dealerships located there.

As part of the our due diligence, we look into the date of the last building department inspections, whether there are any open building code violations, and if there are building permits or certificate of occupancy available.

If this information is available and could be provided via PDF and sent to my email that would be most appreciated.

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00141	Date Received:	4/17/2023
Status:	Completed	Resolution Days:	11
Department:	Fire: Incident Reports (Fire)		

Request:

To Whom it may concern:

Our firm has been tasked to perform a Property Condition Assessment (PCA) on the properties located at:

6600 Automall Parkway
and
6700 Automall Parkway

The Buick/GMC and Hyundai auto dealerships located there.

As part of the our due diligence, we look into the date of the last fire department inspections, whether there are any open fire code violations.

If this information is available and could be provided via PDF and sent to my email that would be most appreciated.

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00142	Date Received:	4/19/2023
Status:	Completed	Resolution Days:	62
Department:	Community Development - Code Enforcement		

Request:

I would like to make a Public Records Request for the following files or lists:

- Code Enforcement:
 - I am looking for property owners cited for violations relating to their Owner Occupied or Non-Owner Occupied properties.
 - Any vacant or boarded-up properties.
 - Any substandard or hazardous properties that have health or safety issues.
 - Also looking for properties that have had a lien or assessment placed upon them by the city/county.
 - Time frame would be January 2023 – present.
 - Please signify which are Open and Closed cases if possible.
- Utility shut off:
 - I am looking for property owners or tenants that have had their utilities shut off for non-payment or stealing water on Owner Occupied or Non-Owner Occupied properties.
 - Also looking for properties that have had a lien or assessment placed upon them by the city/county.
 - Time frame would be January 2023 – present.
 - Please indicate which are Open and Closed cases if possible.
- Fire Damaged Properties:
 - I am looking for property owners with structure fires to Owner Occupied or Non-Owner Occupied properties.
 - Time frame would be January 2023 – present.
 - Please signify which are Open and Closed cases if possible.

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00143	Date Received:	4/20/2023
Status:	Completed	Resolution Days:	4
Department:	Finance: Business Licenses		
Request:			
Loris Romero is "not licensed", and "does not pay workerman's comp."			
City of Gilroy must investigate business license of Ms. Loris Romero.			
Ms. Loris Romero Rom's Auto Service 7225 Monterey Street Gilroy, CA 95020 Ph: 408-847-7359			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00144	Date Received:	4/24/2023
Status:	Completed	Resolution Days:	0
Department:	Community Development - Planning: Planned Projects		

Request:

Hello,

Can you please provide the Notice of Completion for the Egleberry and Seventh Parking Lot Project (DIR #415111)?

If the project/contract has been completed but no Notice of Completion was filed, please provide documentation showing the final payment and/or the date of which work was accepted as completed.

This is being requested pursuant to the California Public Records Act, Government Code §7920 et. seq.

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00145	Date Received:	4/25/2023
Status:	Completed	Resolution Days:	13
Department:	Community Development - Building: Building Permits		
Request:			
I would like to request a copy of blue prints on this property 7230 Dowdy Street Gilroy ca 95020			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00146	Date Received:	4/25/2023
Status:	Completed	Resolution Days:	12
Department:	Community Development - Fire: Hazardous Material		
Request:			
We have been contracted to complete a Phase I Environmental Site Assessment (ESA) for a communications site being constructed at 295 Day Road, in Gilroy, CA 95020. As a part of this ESA report, we are contacting you to determine if your office has any records of hazardous material spills or any other environmental concerns for the property. Please inform me of any fees prior to beginning the search. Thank you for your assistance			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00147	Date Received:	4/27/2023
Status:	Completed	Resolution Days:	11
Department:	Community Development - Building: Building Permits		

Request:

Good morning,

Assessor staff was unable to locate the following building plans in our system.

Please locate and transfer when possible.

If the electronic copies are not available, then myself or another staff member could come in to take photos.

If not plans were required/received, then please confirm.

APNPermit NumberSitus
783-42-061210601392202 Columbine Ct
783-44-012220901919090 Ridgeway Dr

Please let me know.

Thank you for your help.

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00148	Date Received:	4/27/2023
Status:	Completed	Resolution Days:	13
Department:	Fire: Incident Reports (Fire)		
Request:			
House fire, started in garage and spread to the main home. This request is made on behalf of the insurance provider for the property owner.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00149	Date Received:	4/27/2023
Status:	Completed	Resolution Days:	7
Department:	Community Development - Fire: CUPA Records		
Request:			
Looking to review current/historic CUPA/Hazmat, underground storage tank, aboveground storage tank or any hazmat inspection files related to 6205 Engle Way, Gilroy, CA 95020. Thank you!			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00150	Date Received:	4/27/2023
Status:	Completed	Resolution Days:	12
Department:	Community Development - Building: Building Permits		
Request:			
Looking to review current/historic building and occupancy permits related to 6205 Engle Way, Gilroy, CA 95020. Thank you!			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00151	Date Received:	4/27/2023
Status:	Completed	Resolution Days:	6
Department:	Community Development - Fire: CUPA Records		
Request:			
Looking to review current/historic building and occupancy permits related to 6205 Engle Way, Gilroy, CA 95020. Thank you!			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00152	Date Received:	4/27/2023
Status:	Completed	Resolution Days:	12
Department:	Community Development - Building: Building Permits		
Request:			
Looking to review current/historic building and occupancy permits related to 6200 Engle Way, Gilroy, CA 95020.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00153	Date Received:	5/1/2023
Status:	Completed	Resolution Days:	9
Department:	Fire: Incident Reports (Fire)		
Request:			
This house was a subsidized unit of the Santa Clara County Housing Authority. An incident report is needed to deem the unit uninhabitable and provide a transfer voucher to the family.			
Thank you.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00154	Date Received:	5/3/2023
Status:	Completed	Resolution Days:	6
Department:	Community Development - Building: Building Permits		
Request:			
Hello, I work for Teri Fortino, a relator in South County, and she has a listing on 7551 Church street. The owner and her asked me to send this message regarding the public records and permits that are in the records for this property. The APN of this property is 799-06-006. Is it possible if you can email me these records and permits that are linked to this APN? Thank you for your time.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00155	Date Received:	5/3/2023
Status:	Completed	Resolution Days:	6
Department:	Community Development - Building: Building Permits		
Request:			
Hello, I work for Teri Fortino, a relator in South County, and she has a listing on 493 E 6th street. The owner and her asked me to send this message regarding the public records and permits that are in the records for this property. The APN of this property is 841-07-041. Is it possible if you can email me these records and permits that are linked to this APN? Thank you for your time.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00156	Date Received:	5/3/2023
Status:	Completed	Resolution Days:	6
Department:	Community Development - Building: Building Permits		

Request:

Hi,

We are conducting research on solar activity in the U.S. and would like access to the following data:

- Note that we do not need the original records nor need scanned copies – just the data that can be produced in excel or CSV format by the software used by your department to track permits and an email receipt is preferred.
- Issued Residential and Commercial solar (photovoltaic - PV) permits from 04/01/2023 to 04/30/2023. If a separate Solar Permit category is not used in the permitting system, please provide data on all Building and Electrical Permits within the time frame specified AND
- Issued Residential and Commercial Energy Storage Systems permits from 04/01/2023 to 04/30/2023. If a separate Energy Storage category is not used in the permitting system, please provide data on all Building and Electrical Permits within the time frame specified.
- The following data points: permit number, permit status, permit address, contractor, issue date, permit type, sub-type, valuation (if available), work description and if possible, please include Storage/Battery Manufacturer Name.
- If possible, please provide the reports in CSV or excel format.
- If available, we need Application date and final / completion date for the solar permits.

It's okay if there is a delay in this request, given the current situation with COVID-19.

Regards, and stay safe,

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00157	Date Received:	5/3/2023
Status:	Completed	Resolution Days:	1
Department:	Community Development - Planning: Planned Projects		
Request:			
My company is currently contracted by Walmart Stores. Walmart is currently in the process of converting all landscape islands within their parking lots of their stores from mulch to a decorative PERVIOUS stone/rock. Walmart does not have a specific stone in mind at this time, so if your City requests a specific rock, please let me know. No trees/shrubs/plantings will be removed and neither will the islands themselves. Before Walmart proceeds with this, they tasked my company to reach out to the specific city/township for each store in order to make sure this is feasible per City Code/ordinances. NO PLANS ARE IN THE WORKS AT THIS TIME. Please let me know if your city/town has any specific code/ordinance requirements in regards to landscape island bed coverage. Finally, some of these sites might already contain rock instead of mulch. If this is the case, then no work will be done. I apologize in advance if I emailed the wrong person, so if this is the case, would you be able to forward this to the appropriate individual? Please let me know if you have any questions. Thanks			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00158	Date Received:	5/3/2023
Status:	Withdrawn	Resolution Days:	33
Department:	Other		
Request:			
Records about my great grandfather Charles H. Pierce serving on the city council in 1924 and 1928. Also see if he served in another capacity.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00159	Date Received:	5/4/2023
Status:	Completed	Resolution Days:	1
Department:	Fire: Incident Reports (Fire)		
Request:			
Vehicle fire need incident report for auto insurance claim.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00160	Date Received:	5/8/2023
Status:	Completed	Resolution Days:	7
Department:	Community Development - Building: Building Permits		

Request:

Hello, I am requesting any information/documentation with the Building Department regarding the property located at 5955 Travel Park Circle, Gilroy. Of particular interest are the following items:

- Building permits from construction to present.
- Construction date (current building, previous buildings if applicable)
- Permits of environmental concern (petroleum storage tanks, septic systems, oil/water separators)
- Record violations or complaints registered against the subject property

The time frame for this request is 1940-2023. Thank you.

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00161	Date Received:	5/8/2023
Status:	Completed	Resolution Days:	1
Department:	Community Development - Fire: CUPA Records		

Request:

Hello, I am requesting any information/documentation with the Fire Department regarding the property located at 5955 Travel Park Circle, Gilroy. Of particular interest are the following items:

- Records regarding hazardous materials usage/storage/incidents or known environmental concerns/contamination which may have affected the property,
- Records regarding aboveground or underground storage tank (UST) systems, which are currently or historically located at the property.
- Records of fire inspections at the subject property.

The time frame for this request is 1940-2023.

Thank you.

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00162	Date Received:	5/8/2023
Status:	Completed	Resolution Days:	0
Department:	Community Development - Planning: Project Site Maps		
Request:			
Hello, I am requesting any information/documentation with the Planning Department regarding the property located at 5955 Travel Park Circle, Gilroy. Of particular interest are any activity use limitations, land use restrictions, or deed restrictions currently in place on the property that limits the use of, access to, or future development of the site. Thank you.The time frame for this request is 1940-2023.			
Thank you.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00163	Date Received:	5/8/2023
Status:	Completed	Resolution Days:	7
Department:	Community Development - Building: Building Permits		
Request:			
Please send me all permitted records for my home at 9241 Tea Tree Court, Gilroy, CA 95020. I had my tandem garage converted into an office which is now considered livable space and I would like to see if the additional square footage is reported and on record.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00164	Date Received:	5/10/2023
Status:	Completed	Resolution Days:	0
Department:	Fire: Incident Reports (Other)		
Request:			
On 4-29-2023 at approximately 4:19pm our insureds 1989 Chevrolet Silverado caught fire. The loss occurred on Mantelli Dr in Gilroy, CA			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00165	Date Received:	5/11/2023
Status:	Completed	Resolution Days:	4
Department:	Community Development - Building: Building Permits		
Request:			
Request Tenant Improvement drawings of Permit # 07060100 TI - King Eggroll Restaurant. Raymond SITU C-64647			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00166	Date Received:	5/15/2023
Status:	Completed	Resolution Days:	0
Department:	Other		
Request:			
Administrative Investigation Report of Rebeca Armendariz			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00167	Date Received:	5/15/2023
Status:	Completed	Resolution Days:	0
Department:	City Clerk: Resolutions		
Request:			
Testing the system for City Clerk's Office.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00168	Date Received:	5/18/2023
Status:	Completed	Resolution Days:	8
Department:	Community Development - Building: Building Permits		
Request:			
As a tenant of commercial building located at 6205 Engle Way, Gilroy, CA 95020, I am requesting all records submitted to the city of Gilroy to permit a couple projects performed over the years. Owner of building is Engle Associates LLC.			
Permit #15040110, Type: BALTCOM/IN, Purpose: Installation of storage racks, total of 1400			
Permit #15100261, Type: BALTCOM/IN, Purpose: Installation of storage racks, total of 4400 linear			
Permit #16040073, Type: BALTCOM/IN, Purpose: Install new concrete pad 2 x 5.5 on top of (E)			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00169	Date Received:	5/22/2023
Status:	Completed	Resolution Days:	4
Department:	Community Development - Building: Building Permits		
Request:			
Looking for permit summary for new development at: 8805 Forest Street Gilroy, CA 95020			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00170	Date Received:	5/22/2023
Status:	Completed	Resolution Days:	1
Department:	Finance: Business Licenses		
Request:			
Hi,			
I would like to request a list of the contact information of everyone that has applied for a business license in the last 3 months. I would like their phone number, business address, owners name and email address.			
Thank you			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00171	Date Received:	5/22/2023
Status:	Completed	Resolution Days:	4
Department:	Community Development - Building: Building Permits		
Request:			
Requesting the building permit history for 765 Nicole Court in Gilroy			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00172	Date Received:	5/22/2023
Status:	Returned for More Information	Resolution Days:	
Department:	Community Development - Building: Building Permits		
Request:			
Hi. I would like to request a copy of my adu permit for my record.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00173	Date Received:	5/22/2023
Status:	Completed	Resolution Days:	29
Department:	Community Development - Planning: Planned Projects		
Request:			
On behalf of Silicon Valley Residents for Responsible Development, we submit the attached public records request for the Bolsa Road Industrial Project.			
Please respond to Janet Laurain – jlaurain@adamsbroadwell.com			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00174	Date Received:	5/22/2023
Status:	Completed	Resolution Days:	17
Department:	Community Development - Building: Building Permits		
Request:			
History of building permits, for residential home at 1106 Sprig Way, Gilroy Ca. 95020			
Any history of replacement or modifications or additions to this home. HVAC, Electrical, Plumbing, Utilities, Solar etc.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00175	Date Received:	5/24/2023
Status:	Completed	Resolution Days:	0
Department:	Fire: Incident Reports (Other)		
Request:			
Report of gas smell in residence			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00176	Date Received:	5/24/2023
Status:	Completed	Resolution Days:	2
Department:	Community Development - Building: Building Permits		
Request:			
Requesting Blueprints for 791 Lawrence Drive.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00177	Date Received:	5/30/2023
Status:	Completed	Resolution Days:	2
Department:	Other		
Request:			
I am looking for a house schematic showing plumbing at 8960 Church St in Gilroy CA. We have an underground leak and are trying to locate the leak.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00178	Date Received:	5/31/2023
Status:	Completed	Resolution Days:	16
Department:	Finance: Expense Reports		
Request:			
SmartProcure is submitting a public records request to the City of Gilroy for any and all purchasing records from 2/9/2023 to current. The request is limited to readily available records without physically copying, scanning, or printing paper documents. Any editable electronic document is acceptable. The specific information requested from your record-keeping system is: 1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number 2. Purchase date 3. Line item details (Detailed description of the purchase) 4. Line item quantity 5. Line item price 6. Vendor ID number, name, address, contact person and their email address If you would like to let me know what type of financial software you use, I may have report samples that help to determine how, or if, you are able to respond. As an added security and privacy measure, there will be a unique upload link for any new requests moving forward, including this one. We appreciate your assistance towards this request. You may also attach the information to this email.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00179	Date Received:	5/31/2023
Status:	Completed	Resolution Days:	6
Department:	Community Development - Fire: Hazardous Material		
Request:			
Hello-			
I'd like to obtain copies of any available hazardous materials-related files (i.e., Certified Unified Program Agency [CUPA] program files) at the Building, Life and Environmental Safety (BLES) Division associated with the site outlined in red on the attached site plan. All documents regarding hazardous materials spills or impacts to soil or groundwater at the site also would be of interest.			
Please let me know if any of the above records are available.			
Thank you for your assistance!			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00180	Date Received:	6/1/2023
Status:	Completed	Resolution Days:	7
Department:	Community Development - Building: Building Permits		
Request:			
Hi, We are conducting research on solar activity in the U.S. and would like access to the following data: • Note that we do not need the original records nor need scanned copies – just the data that can be produced in excel or CSV format by the software used by your department to track permits and an email receipt is preferred. • Issued Residential and Commercial solar (photovoltaic - PV) permits from 5/1/2023 to 5/31/2023. If a separate Solar Permit category is not used in the permitting system, please provide data on all Building and Electrical Permits within the time frame specified. • Issued Residential and Commercial Energy Storage Systems permits from 5/1/2023 to 5/31/2023. If a separate Energy Storage category is not used in the permitting system, please provide data on all Building and Electrical Permits within the time frame specified. • The following data points: permit number, permit status, permit address, contractor, issue date, permit type, sub-type, valuation (if available), work description and if possible, please include Storage/Battery Manufacturer Name. • If possible, please provide the reports in CSV or excel format. • If available, we need Application date and final / completion date for the solar permits. It's okay if there is a delay in this request, given the current situation with COVID-19. Regards, and stay safe			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00181	Date Received:	6/1/2023
Status:	Completed	Resolution Days:	4
Department:	Community Development - Building: Building Permits		
Request:			
Please provide the Assessor Office with the building plan for APNPermitSitus Address 783-62-022220501162354 Banyan St			
Thank you for your help.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00182	Date Received:	6/5/2023
Status:	Completed	Resolution Days:	17
Department:	Community Development - Planning: Planned Projects		
Request:			
On behalf of Silicon Valley Residents for Responsible Development, we submit the attached request for access to public records for the Holloway Road Industrial Project.			
If you have any questions, please contact Tara Rengifo.			
Thank you,			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00183	Date Received:	6/5/2023
Status:	Completed	Resolution Days:	11
Department:	Finance: Bid		
Request:			
Request Code: 12657692			
Date: 06/05/23			
On behalf of our customers who are contractors & suppliers, we request updated plan-holder, bid tabulation and contract award information AS IT IS AVAILABLE on the following solicitation. Please correct any errors/deficiencies and return by Email to bids@napc.me or Fax to 302-450-1925.			
Solicitation Name: FORD F650 Cab and Chassis with Crane and Air Compressor			
Solicitation Number: solicitation number 23-PW-283,			
Bid Date: 06/13/23			
This request is made in consideration of state and local procurement laws and in the interest of a fair and transparent bidding process.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00184	Date Received:	6/5/2023
Status:	Completed	Resolution Days:	11
Department:	Finance: Bid		

Request:

Request Code: 12657964
Date: 06/05/23

On behalf of our customers who are contractors & suppliers, we request updated plan-holder, bid tabulation and contract award information AS IT IS AVAILABLE on the following solicitation. Please correct any errors/deficiencies and return by Email to bids@napc.me or Fax to 302-450-1925.

Solicitation Name: F650 Cab with Scelzi Dump Body Truck
Solicitation Number: solicitation number 23-PW-282,
Bid Date: 06/13/23

This request is made in consideration of state and local procurement laws and in the interest of a fair and transparent bidding process.

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00185	Date Received:	6/5/2023
Status:	Completed	Resolution Days:	11
Department:	Finance: Bid		

Request:

Request Code: 12666558
Date: 06/05/23

On behalf of our customers who are contractors & suppliers, we request updated plan-holder, bid tabulation and contract award information AS IT IS AVAILABLE on the following solicitation. Please correct any errors/deficiencies and return by Email to bids@napc.me or Fax to 302-450-1925.

Solicitation Name: IFB - Ford F750 Cab with 1,500 Gal. Stainless Steel Potable Water Tank
Solicitation Number: solicitation number 23-PW-284,
Bid Date: 06/13/23

This request is made in consideration of state and local procurement laws and in the interest of a fair and transparent bidding process.

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00186	Date Received:	6/5/2023
Status:	Completed	Resolution Days:	3
Department:	Finance: Expense Reports		
Request:			
Pursuant to the state statutes regarding public information, I am inquiring to whether you can provide the following information: 1. A copy of any existing records showing information regarding depositor names, amounts and dates for unrefunded cash escrows, cash deposits, performance or construction bonds which have been deposited with your municipality that are currently available for release. 2. A copy of any records showing the (i) payee or vendor names, (ii) check issue dates, (iii) check number, (iv) FEIN and (v) dollar amounts of any uncashed /stale-dated vendor checks that have aged more than six months from the date of this letter in an amount equal to or greater than one thousand dollars (\$1,000.00). 3. Financial spreadsheet, ledger, or any other accounting record of property tax overpayments, or claimed/unredeemed tax lien certificates which have been refundable for more than six months from the date of this letter showing the (i) payee names (ii) check issue dates, (iii) check numbers, (iv) FEIN and (v) dollar amounts over \$1,000.00. 4. For the above three requests please include all the necessary claim forms, affidavits and instructions required for the reissuance of the deposits/outstanding/stale dated checks or refunds. 5. At what frequency are these records updated? Monthly, quarterly, semiannually, annually or upon request? Please confirm, if uncashed checks are remitted to state unclaimed property bureau. If so, after what aging period? Thank you in advance for your assistance with this request.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00187	Date Received:	6/5/2023
Status:	Completed	Resolution Days:	0
Department:	Other		

Request:

Dear Sir or Madam:

Our office represents Jacob Rodriguez Garcia, we are requesting a copy of the certified court docket for the charges made against him in the year 2010. Please see below for more information. If you do not believe you have the information could you forward this email to Gilroy Municipal Court's Clerk.

First Name Used: Jacob
Last Name(s): Rodriguez
DOB: 10/01/1990
Charge 1: 001 - counts of Petty Theft
Date of Offense: 11/26/2010
Arresting Agency: Sheriff's Office San Jose
Court: Municipal Court Gilroy

Document Requested: Certified Court Docket
Document Requested: Regular Copy Judgment and Sentence
Document Requested: Regular Copy of Plea Statement
Or any documents you can provide.

If there are no records available, we would like to request a certified letter stating that. Should you need any additional information, please do not hesitate to contact me at

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00188	Date Received:	6/6/2023
Status:	Completed	Resolution Days:	2
Department:	Other		

Request:

Re:Public Records Act (Freedom of Information Act) Request: Monte Massolo

To Whom It May Concern:

This correspondence is a request for information pursuant to the California Public Records Act (Government Code Section 6250 to 6276.48.) and the parallel federal statute. the Freedom of Information Act (5 U.S.C. §552).

My firm represents the interests of Monte Massolo in this matter. The reason for this request is for our investigative purposes.

This request pertains to a motorcycle crash that occurred on US-IOI S/B to Masten On Ramp. 935 feet south of Masten Avenue in an unincorporated area of Santa Clara County, California. (hereafter "THE ROADWAY") on April 1, 2023 at around 14:05 p.m. (hereafter "THE CRASH"). For additional information. please see The Preliminary Report by the California Highway Patrol attached as Exhibit A.

At the time of THE CRASH, there was a considerable damage and depressions in the surface of THE ROADWAY including removal of the surface material causing grooves. damage, defects in the asphalt. and a significant pothole. It is not presently known how long these depressions and potholes were located at the THE ROADWAY, or what their origins were. Hereafter this above-described grooves, damage, defects in the asphalt and the significant pothole shall be referred to as "THE DEPRESSIONS".

The origin of THE DEPRESSIONS are presently unknown. Hereafter, the unknown original of this Debris shall be referred to as "THE ORIGIN OF THE DEPRESSIONS".

It is presently unknown if someone reported THE DEPRESSIONS or THE ORJGIN OF THE DEPRESSIONS or THE CRASH. This includes. but is not limited to: telephone calls. letters. emails, faxes. text messages reports, CB radio calls. internet submissions or any other communications to: 91 I. 51L 1-800-TELL-CHP, Caltrans, California Highway Patrol, municipal police department, county sheriff's department. or any other public service department or entity. Hereafter, this above- described communication(s) shall be referred to as "REPORT(S)" or "REPORTED."

Neither Mr. Massolo, nor my office, have any additional information at this time, therefore we ask you to interpret our request for information pertaining to THE

ROADWAY, THE CRASH, THE DEPRESSIONS, THE ORIGIN OF THE DEPRESSIONS, or any REPORT(S) as broadly as possible.

This request also pertains to complaints. feedback. reports, comments, opinions. input, requests. or any and all other communications about THE ROADWAY and or its condition, including but not limited to THE CRASH. THE DEPRESSIONS. THE ORIGIN OF THE DEPRESSIONS. (hereafter "COMMENT(S)"). made by any and all persons, including members of the public. government employees or government agents (hereafter "PERSON(S)").

This request also pertains to any documents, which evince or reference said COMMENTS, which include the original or copy of handwriting. typewriting, printing, photosharing, photographing, and every other means of recording upon any tangible thing, any form of communication or representation, including letters, words. pictures. sounds. and symbols. or combinations of them (Evidence Code Section 250), as well as data stored on electronic media. whether or not ever displayed, and all other tangible things (hereafter "DOCUMENT(S)").

Please provide my office with copies of the following DOCUMENTS. Please note that for pictures and videos. we ask that we be provided copies of the original uncompressed digital files (such as .jpg or .mpg) in addition to printed/paper copies. Please contact my office if we need to arrange to obtain the digital files.

Requested Documents

Generally speaking, the following requests ask for DOCUMENTS, and PERSON(S), who commented and or complained and or memorialized information with regard to THE ROADWAY, THE CRASH, THE DEPRESSIONS, THE ORIGIN OF THE DEPRESSIONS, and/or its condition, including but not limited to:

1. All reports, logs or other documentation of PERSONS making COMMENTS about THE ROADWAY and or its condition, THE CRASH, THE DEPRESSIONS, THE ORIGIN OF THE DEPRESSIONS. including but not limited to any damage or potholes. including the identity (name, address, telephone number) of said PERSON(S):

2.The identity (name, address, telephone number) of any PERSON(S) who made COMMENT(S) about the condition of THE ROADWAY, including but not limited to THE CRASH, THE DEPRESSIONS, THE ORIGIN OF THE DEPRESSIONS:

3.Any DOCUMENTS that evince any COMMENTS about the condition. including but not limited to any DEPRESSIONS, THE ORIGIN OF THE DEPRESSIONS, of or on THE ROADWAY;

4.Any DOCUMENTS that evince any COMMENTS about the condition, including but not limited to any DEPRESSIONS. THE ORIGIN OF THE DEPRESSIONS. of or on THE ROADWAY being dangerous or hazardous:

5.Any DOCUMENTS that evince any COMMENTS about the condition, including but not limited to DEPRESSIONS, THE ORIGIN OF THE DEPRESSIONS within 500 feet in all directions of THE ROADWAY;

6.Any DOCUMENTS that evince any factual diagrams about the condition, including but not limited to any DEPRESSIONS, of or on THE ROADWAY:

7.Any DOCUMENTS regarding any recommendation that the condition of the roadway, including but not limited to any DEPRESSION that was in need of repair at or near the location of THE ROADWAY:

8.Any DOCUMENTS that evince that any repairs had been made or attempted, including but not limited to repairs to any DEPRESSIONS, on or at THE ROADWAY;

9.All REPORTS of THE CRASH;

10.All documents that refer to THE CRASH.

11.All pictures and/or video of THE ROADWAY on April 1, 2023 (the date of THE CRASH).

12.All pictures and/or video of Mr. Monte Massolo and/or his motorcycle on April 1, 2023 (the date of THE CRASH).

13.All communications (emails, letters, faxes, reports, text messages, etc.) and documentation of communications (call logs, CAD logs, 911 tapes, notes of telephone calls, notes, etc.) that refer to THE CRASH:

Generally speaking, the following requests ask for the entities/person(s) and documentation that could identify THE ORIGIN OF THE DEPRESSIONS:

14.The identity (name, address, and telephone number) of any person(s) who REPORTED THE DEPRESSIONS on THE ROADWAY between March 1, 2023 and April 1, 2023 (the date of THE CRASH). inclusive

15.The identity (name, address, and telephone number) of any person(s) who REPORTED any DEPRESSIONS on THE ROADWAY between March 1, 2023 and April 1, 2023 (the date of THE CRASH), inclusive:

16.The identity (name, address. and telephone number) of any person(s) who REPORTED that a vehicle had caused the DEPRESSIONS onto THE ROADWAY between March 1, 2023 and April 1, 2023 (the date of THE CRASH), inclusive;

17.The identity (name, address, and telephone number) of any person(s) who REPORTED that anyone had caused THE DEPRESSIONS onto THE ROADWAY between March 1, 2023 and April 1, 2023 (the date of THE CRASH), inclusive;

18.Any documentation of REPORTS of THE DEPRESSIONS on THE ROADWAY between March 1, 2023 and April 1, 2023 (the date of THE CRASH), inclusive;

19.Any documentation of REPORTS of the DEPRESSIONS on THE ROADWAY between March 1, 2023 and April 1, 2023 (the date of THE CRASH), inclusive:

20.Documentation (including but not limited to construction permits, photographs. inspection reports) of any roadway work projects that were performed on THE ROADWAY or within 1 mile of THE ROADWAY:

21.Documentation (including but not limited to construction permits. photographs, inspection reports) of any roadway work projects that were performed on any po11ion of the ROADWAY between 3 miles north of THE ROADWAY and 3 miles south of THE ROADWAY between March 1, 2023, and April 1, 2023 (the date of THE CRASH), inclusive:

22.Documentation (including but not limited to construction permits, photographs. inspection reports) of any landscaping projects (including, but not limited to fence building. retaining wall work. drainage work) that were performed within 3s mile of THE ROADVA Y between March 1, 2023 and April 1, 2023 (the date of THE CRASH), inclusive:

Generally speaking, the following requests ask for comments, complaints or REPORTS about THE ROADWAY before THE CRASH:

23.All REPORTS, reports. logs or other documentation of complaints, comments or other input from the public or anyone else about the condition of THE ROADWAY, including the identity (name, address, telephone number) of the complainants between March 1, 2023 and April 1 2023 (the date of THE CRASH), inclusive;

24.Any REPORTS. reports, logs or other documentation of claims for personal injury and/or property damage that occurred on THE ROADWAY between March 1, 2023 and the date of THE CRASH, inclusive, including the identity (name. address, telephone number) of the Claimants;

25.Any documentation of inspections of the condition of THE ROADWAY, between March 1,2023 and April 1, 2023 (the date of THE CRASH). inclusive.

Please allow this letter to also serve as notice that the requested documentation must be preserved. and must not be altered, tampered with, erased, destroyed. shredded. or otherwise disposed of.

If you have any intention of altering, tampering with, erasing, destroying, shredding, or otherwise disposing of this crucial evidence, please advise us before taking any such action.

Please call if you have any questions, or if you will be unable to provide these documents to me by June 30, 2023.

Thank you.

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00189	Date Received:	6/6/2023
Status:	Completed	Resolution Days:	0
Department:	Community Development - Planning: Planned Projects		
Request:			
1. How far back of curb does the private road access easement extend in "Gilroy Country Oaks Estates" ?			
2. Who owns the street lights in Gilroy Country Oaks Estates (HOA) and what is the process for being able to put Cameras and solar panels on the street light poles?			
3. Need copies of underground AS Builts for utilities in Gilroy Country Oaks Estates in the areas of Banyon Ct near Banyon Av. and Tea Tree Way near Hill Crest.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00190	Date Received:	6/6/2023
Status:	Completed	Resolution Days:	3
Department:	Community Development - Building: Building Permits		
Request:			
Request a copy of your building permit records from March 08, 2023, to present.			
Please include any fields that your permitting system tracks. This includes but is not limited to:			
-Permit Number			
-Applied/Issued Dates			
-Work Address			
-Permit Type			
-Permit Status			
-Description of the work being done			
-Contractor and Architect Details			
-Job Valuations			
The preferred file format is a searchable PDF.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00191	Date Received:	6/6/2023
Status:	Completed	Resolution Days:	0
Department:	Community Development - Planning: Project Site Maps		
Request:			
I am looking for blueprint copies of my home. The home was part of a development by the name of "North Point Court of Gilroy", develop in 2008.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00191	Date Received:	6/6/2023
Status:	Completed	Resolution Days:	0
Department:	Community Development - Planning: Project Site Maps		
Request:			
I am looking for blueprint copies of my home. The home was part of a development by the name of "North Point Court of Gilroy", develop in 2008.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00192	Date Received:	6/7/2023
Status:	Completed	Resolution Days:	5
Department:	Community Development - Building: Building Permits		
Request:			
Please provide all building permit records for the property listed below. Thank you!			
7600 Santa Paula Dr, Gilroy, CA 95020. APN# 808-07-022			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00193	Date Received:	6/8/2023
Status:	Completed	Resolution Days:	4
Department:	Community Development - Building: Building Permits		
Request:			
We are thinking to do some house remodeling and would like to have the Blue print and permits issued to our house at 1246 VALBUSA DR., Gilroy, CA 95020			
Thank you,			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00194	Date Received:	6/8/2023
Status:	Completed	Resolution Days:	4
Department:	Community Development - Building: Building Permits		
Request:			
We are thinking to do some remodeling and mainly removing a wall and would like to see the blue print of our house if available.			
Our address is			
1246 VALBUSA DR, Gilroy, CA 95020			
Thank You			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00195	Date Received:	6/12/2023
Status:	Completed	Resolution Days:	2
Department:	Human Resources: Personnel Files		
Request:			
On behalf of the Freedom Foundation and pursuant to the California Public Records Act, I hereby request the following public records within the possession and control of Gilroy. I am requesting electronic copies, preferably in an excel or spreadsheet file for ALL employees working within ALL Departments in the city of Gilroy. 1. First name 2. Middle name 3. Last name 4. Gender 5. Public office address 6. Zip Code of Public office address 7. Job title 8. Hire date 9. Agency/Department 10. Work email address, and naming convention and domain 11. Work telephone number 12. Respective bargaining unit 13. Bargaining unit Local number Please provide electronic copies of these records to me at: foiarequestff@gmail.com If there are any fees or costs associated with procuring these records, please inform me of the cost. However, I request you waive any costs, given that I am seeking this information in the public interest. If you have any questions, please feel free to let me know.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00196	Date Received:	6/13/2023
Status:	Completed	Resolution Days:	6
Department:	City Clerk: Contracts		
Request:			
Hello, I work with Accutrend Data and I would like to request a listing of new businesses that filed in your city/county/town/village, for the time period of 05/01/2023 – 05/31/2023. The Information should include: BUSINESS NAME, BUSINESS ADDRESS, CONTACT NAME, BUSINESS PHONE NUMBER, AND DATE THAT THE BUSINESS WAS FILED, however, if you can not provide all, BUSINESS NAME, BUSINESS ADDRESS AND THE START DATE TOO. If you can NOT provide ALL of the requested information, PLEASE do not send a file. Please just send an email stating that 0 new records for said month. Are you able to provide that information? If so, is there a cost? I appreciate your help and hope you have a nice day.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00197	Date Received:	6/14/2023
Status:	Completed	Resolution Days:	2
Department:	Finance: Bid		

Request:

Request Code: 12666558
Date: 06/14/23

On behalf of our customers who are contractors & suppliers, we request updated plan-holder, bid tabulation and contract award information AS IT IS AVAILABLE on the following solicitation. Please correct any errors/deficiencies and return by Email to bids@napc.me or Fax to 302-450-1925.

Solicitation Name: IFB - Ford F750 Cab with 1,500 Gal. Stainless Steel Potable Water Tank
Solicitation Number: solicitation number 23-PW-284,
Bid Date: 06/13/23

This request is made in consideration of state and local procurement laws and in the interest of a fair and transparent bidding process.

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00198	Date Received:	6/14/2023
Status:	Completed	Resolution Days:	2
Department:	Finance: Bid		

Request:

Request Code: 12657964
Date: 06/14/23

On behalf of our customers who are contractors & suppliers, we request updated plan-holder, bid tabulation and contract award information AS IT IS AVAILABLE on the following solicitation. Please correct any errors/deficiencies and return by Email to bids@napc.me or Fax to 302-450-1925.

Solicitation Name: F650 Cab with Scelzi Dump Body Truck
Solicitation Number: solicitation number 23-PW-282,
Bid Date: 06/13/23

This request is made in consideration of state and local procurement laws and in the interest of a fair and transparent bidding process.

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00199	Date Received:	6/14/2023
Status:	Completed	Resolution Days:	2
Department:	Finance: Bid		

Request:

Request Code: 12657692
Date: 06/14/23

On behalf of our customers who are contractors & suppliers, we request updated plan-holder, bid tabulation and contract award information AS IT IS AVAILABLE on the following solicitation. Please correct any errors/deficiencies and return by Email to bids@napc.me or Fax to 302-450-1925.

Solicitation Name: FORD F650 Cab and Chassis with Crane and Air Compressor
Solicitation Number: solicitation number 23-PW-283,
Bid Date: 06/13/23

This request is made in consideration of state and local procurement laws and in the interest of a fair and transparent bidding process.

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00200	Date Received:	6/14/2023
Status:	Completed	Resolution Days:	8
Department:	Other		

Request:

Hello,

I am requesting a list of properties that were issued a code enforcement violation, if not, a complaint from March 2023 to present. Specifically I'm looking for open and closed nuisance and property maintenance violations such as blight, trash, fire damage, debris, overgrown grass / weeds, trees, abandoned property or houses, junk cars, rats etc, vacant and substandard building / neglected / unsecured properties. However I will take any code violations if it is easier. I need the property address, and if possible the violation date, reason for violation/complaint.

I am also requesting a list of properties that CURRENTLY have no water usage / zero water consumption. I need the property address. If this is not possible, I'm requesting a list of properties that currently have the water shut off.

Thank you.

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00201	Date Received:	6/14/2023
Status:	Completed	Resolution Days:	9
Department:	Community Development - Fire: CUPA Records		
Request:			
Hi, I'm conducting a Phase I on the Villa Esperanza apartment complex located at 752 Saint Clar Avenue in Gilroy. I'd like to receive copies of all CUPA records for the property. Thank you!			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00202	Date Received:	6/15/2023
Status:	Completed	Resolution Days:	5
Department:	Community Development - Building: Building Permits		
Request:			
Hi, I would like to receive copies of building permits, current and historical, for the property located at 752 Saint Clar Ave in Gilroy. It currently is the Villa Esperanza apartments. Thank you!			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00203	Date Received:	6/19/2023
Status:	Completed	Resolution Days:	4
Department:	Community Development - Building: Building Permits		
Request:			
Pursuant to a Phase I Environmental Site Assessment, for the property located on the southern portion of Parcel #: 841-66-015 (450 East 9th Street, Gilroy), I would like available building records for the construction or razing of structures, building additions, and certificates of occupancies. Also, please confirm the current zoning. I do not need electrical, plumbing, or HVAC permits. Please feel free to let me know if you have any questions. Thank you. Site Zoning is Commercial Planned Development C3/HC-PUD			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00204	Date Received:	6/19/2023
Status:	Completed	Resolution Days:	3
Department:	Community Development - Fire: CUPA Records		
Request:			
Pursuant to a Phase I Environmental Site Assessment, for the property located on the southern portion of Parcel #: 841-66-015 (450 East 9th Street, Gilroy), I would like to review Fire/CUPA records (e.g. HAZMAT and/or wastes, the installation or removal of ASTs, USTs, LUSTs, and septic systems, potable wells, inspections, violations, complaints, incidents and/or cleanup reports) that may be available for Commercial Property. Please feel free to let me know if you have any questions. Thank you.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00205	Date Received:	6/21/2023
Status:	Completed	Resolution Days:	16
Department:	Other		
Request:			
Inventory of all City of Gilroy owned real property including buildings, parking lots, storage facilities, empty lots, streets, walkways, alleys, parklands, open space, and any other property considered public-right-of-way.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00206	Date Received:	6/22/2023
Status:	Completed	Resolution Days:	1
Department:	Community Development - Building: Building Permits		
Request:			
Building permit for the address:			
391 Windsong Way			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00207	Date Received:	6/26/2023
Status:	Completed	Resolution Days:	0
Department:	Other		
Request:			
Property record for 7650 Church St, APN 799-04-035. Requesting the information for a drive-by appraisal. I need information regarding all know permits for the subject property.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00208	Date Received:	6/26/2023
Status:	Submitted	Resolution Days:	
Department:	Other		

Request:

1. Any and all records related to the City of Gilroy sewer system that runs adjacent to the property located at 400 Stutz Way, Gilroy also known as 400 Automall Drive, Gilroy, including but not limited to the following:
 - a. all records of inspections, maintenance and repair of the sewer system;
 - b. all records of inspections, maintenance and repair of the force main and lift system;
 - c. all records related to the control, treatment, and mitigation of hydrogen sulfide gas release from the City of Gilroy sewer system that runs adjacent to the property located at 400 Stutz Way, Gilroy and/or 400 Automall Drive;
 - d. all records related to the control, treatment, and mitigation of corrosion to any portion of the City of Gilroy sewer system that runs adjacent to the property located at 400 Stutz Way, Gilroy and/or 400 Automall Drive;
 - e. maps of the City of Gilroy sewer system that runs adjacent to the property located at 400 Stutz Way, Gilroy and/or 400 Automall Drive, including all lateral tie-ins from any source, connections, and other related fixtures and installations;
 - f. all records of complaints, reports, and calls for service that relate to the sewer system that runs adjacent to the property located at 400 Stutz Way, Gilroy and/or 400 Automall Drive and any of its tie-ins or connections;
 - g. all records related to applications, permits, requests submitted to alter or modify the sewer system that runs adjacent to the property located at 400 Stutz Way, Gilroy and/or 400 Automall Drive and any of its tie-ins or connections, including new construction.
2. Any and all records including but not limited to records that relate to the repair, maintenance, inspection and construction of the lateral sewer system and force mains, sewer pumps, tie-ins, connections, and any other fixtures or installations, at the property located at 400 Stutz Way, Gilroy and/or 400 Automall Drive;
3. Any and all records including but not limited to records that relate to the repair, maintenance, inspection and construction of the lateral sewer system and force mains, sewer pumps, tie-ins, connections, and any other fixtures or installations, at the property located at 6600 Automall Parkway, Gilroy;
4. Records related to the existence of any and all public utility easements at 400 Stutz Way, Gilroy and/or 400 Automall Drive;
5. Records related to the existence of any and all public utility easements at 6600 Automall Parkway, Gilroy.

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00209	Date Received:	6/26/2023
Status:	Completed	Resolution Days:	3
Department:	Community Development - Building: Building Permits		
Request:			
Please get me copies of any/all permits relating to the APN: 841-14-028. The address may be 5560, 5580 or 5590 Monterey Road Gilroy. Thank you!			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00210	Date Received:	6/26/2023
Status:	Completed	Resolution Days:	0
Department:	Fire: Incident Reports (Medical)		
Request:			
LEGAL PURPOSE			
Please send copies of the accident report, photographs/videos, and any other statements or supplemental reports related to the vehicle accident on 04/17/2023 at 11:54 a.m.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00211	Date Received:	6/27/2023
Status:	Completed	Resolution Days:	0
Department:	Finance: Expense Reports		
Request:			
An electronic copy of all payment transactions for fiscal year 2021/2022. This could be considered one of the following reports: Vendor Payment Checkbook Report, Checkbook Register, Expenditure Data, Transactional Detail Payments, Online Checkbook, or Disbursements.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00212	Date Received:	6/28/2023
Status:	Completed	Resolution Days:	5
Department:	Fire: Incident Reports (Fire)		
Request:			
Fire occurred on las animas avenue Property does not have address but it's between 770 las animas and 820 las animas. Occurred around 7 am that day.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00213	Date Received:	6/29/2023
Status:	Completed	Resolution Days:	7
Department:	Community Development - Fire: Files Regarding Environmental Conditions of a Property		
Request:			
Request for environmental records including but not limited to hazardous materials/waste, pipelines and underground storage tanks for the property located at 18275 Serene Drive, Morgan Hill, CA 95037.			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00214	Date Received:	6/29/2023
Status:	Completed	Resolution Days:	8
Department:	Community Development - Building: Building Permits		
Request:			
Hi, Can we please get any and all permits for- 7531 Miller Ave, Gilroy 7680 Church St, Gilroy 7661Eigleberry St, Gilroy 7641 Eigleberry St., Gilroy 241 Gurries Drive, Gilroy Thanks!			

General City Public Records Requests - Second Quarter, April 1, 2023 - June 30, 2023

PRA Reference#:	PRA-2023-00215	Date Received:	6/29/2023
Status:	Completed	Resolution Days:	8
Department:	Community Development - Building: Building Permits		
Request:			
Hi,			
Can we get permits for-			
731 5th St, Gilroy			
Thanks			

Report Request	January	February	March	April	May	June
Citizen Request	41	71	74	63	70	33
Insurance Requests	35	49	29	50	24	28
Background Checks	84	68	133	87	76	92
Clearance Letters	3	3	0	1	0	1
Arrest Log	18	17	20	20	23	19
Subpoena Duces Tecum	0	1	4	0	0	0
Other CPRA Requests	5	1	2	0	0	3
Total of CPRA requests	186	210	262	203	193	176
Agency Requests (Not CPRA)	69	43	99	93	71	109
Victim Witness Requests (Not CPRA)	10	17	43	33	14	32
Total of ALL requests	265	270	404	329	258	317

REPORTS NOT LISTED IN TOTAL CPRA:

Agency Requests: Requests made by a criminal justice agency for a police report that is precluded from public release under one of many statutes, but authorized by statute to be released to assist the agency in the administration of justice.

Victim Witness Requests: These are requests made by a Victim Witness organization for a police report that is precluded from public release under one of many statutes, but allowed by statute to be released for assistance to a victim for various services.

REPORT TYPES:

Citizen Request: Requests pertaining to a call for service or case number.

Insurance Request: Request from insurance companies.

Background Checks: Request from agencies in which a signed authorization is obtained from the individual for whom records are sought.

Clearance Letters: Direct request from an individual for their background check within the agency's jurisdiction.

Arrest Log: Any request for the arrest log.

Subpoena Duces Tecum: Subpoena for Records.

Other CPRA Requests: Any other request for agency records that does not pertain to a case number or incident.

*The line item "Press Log" was removed from report since the implementation of Citizen Rims where the Press/Public can get information on calls for service via website: <https://gilroy.crimegraphics.com/>