



CITY OF GILROY
OPEN GOVERNMENT
COMMISSION



REGULAR MEETING AGENDA

THURSDAY, NOVEMBER 13, 2025 | 6:00 PM

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

Chair: Shayne Somavia

Vice Chair: Ann Marie McCauley

Commissioners: Diana Bentz, Janet Krulee & Sharpy Sandhu

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's Office at least 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.

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.

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 cityclerk@cityofgilroy.org.

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. CONSENT CALENDAR**

Items under the Consent Calendar are deemed routine and approved with one motion. If a commissioner wishes for a separate discussion on an item, it must be requested for removal before the approval vote. If removed, the item will be discussed in its original order.

 - 4.1. Approval of the Minutes of the September 25, 2025 Open Government Commission Special Meeting**
 - 4.2. Approval of the 2026 Annual Calendar of Open Government Commission Meetings**
- 5. REPORTS OF THE SUBCOMMITTEES**
- 6. UNFINISHED BUSINESS**
 - 6.1. Open Government Week – 17-21 November 2025**
 - 6.2. Open Government Ordinance Training**
- 7. NEW BUSINESS**
 - 7.1. Review of Public Records Requests Per Gilroy Code Section 17A.35(c)**
- 8. CITY ADMINISTRATOR'S UPDATE**
- 9. ADJOURNMENT**

City of Gilroy
Open Government Commission
DRAFT
Minutes

Thursday, September 25, 2025 | 5:30 PM

1. CALL TO ORDER

The meeting was called to order at 5:30 PM.

2. ROLL CALL

Attendance	Attendee Name
Present	Commissioner Diana Bentz Commissioner Shayne Somavia Commissioner Janet Krulee Commissioner Ann Marie McCauley
Absent	Commissioner Sharpy Sandhu

Commissioner Janet Krulee arrived at 6:08 p.m.

3. PRESENTATIONS TO THE OPEN GOVERNMENT COMMISSION

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

Chair Somavia opened public comment at 5:31 P.M.

With no speakers, Chair Somavia closed public comment.

4. CONSENT CALENDAR

Chair Somavia opened public comment at 5:32 P.M.

With no speakers, Chair Somavia closed public comment.

Motion

Approve the consent calendar.

RESULT: **Passed**

MOVER: Commissioner Diana Bentz

SECONDER: Commissioner Ann Marie McCauley

AYES: Commissioner Diana Bentz, Commissioner Shayne Somavia,
Commissioner Ann Marie McCauley

NAYS: None

ABSENT: Commissioner Janet Krulee

1. Approval of the Minutes of the August 14, 2025 Open Government Commission Regular Meeting

5. UNFINISHED BUSINESS

1. Reports of the Subcommittee

Chair Somavia provided a report.

2. Open Government Week - November 17-21, 2025

Chair Somavia provided a report.

Chair Somavia opened public comment at 5:53 P.M.

With no speakers, Chair Somavia closed public comment.

Motion

Approve the draft council correspondence with the recommended amendments and submit to City Council.

RESULT: Passed

MOVER: Commissioner Shayne Somavia

SECONDER: Commissioner Diana Bentz

AYES: Commissioner Diana Bentz, Commissioner Shayne Somavia, Commissioner Ann Marie McCauley

NAYS: None

ABSENT: Commissioner Janet Krulee

3. Open Government Ordinance Training

Chair Somavia provided a report.

Chair Somavia opened public comment at 6:03 P.M.

With no speakers, Chair Somavia closed public comment.

Report received.

4. City Council Translation Services

Commissioner McCauley and Commissioner Bentz provided a report.

Chair Somavia opened public comment at 6:18 P.M.

With no speakers, Chair Somavia closed public comment.

Motion

Approve to approve the Translation Services council correspondence and transmit to City Council.

RESULT: Passed

MOVER: Commissioner Ann Marie McCauley

SECONDER: Commissioner Janet Krulee

AYES: Commissioner Diana Bentz, Commissioner Shayne Somavia, Commissioner Janet Krulee, Commissioner Ann Marie McCauley

NAYS: None

6. FUTURE COMMISSION INITIATED AGENDA ITEMS

None.

7. CITY ADMINISTRATOR'S UPDATE

No report.

8. ADJOURNMENT

With no additional business, the meeting was adjourned at 6:23 P.M.

The next meeting is a special meeting scheduled for October 23, 2025 at 5:30 P.M.

DRAFT



City of Gilroy Open Government Commission

STAFF REPORT

Agenda Item Title: Approval of the 2026 Annual Calendar of Open Government Commission Meetings
Meeting Date: November 13, 2025
From: Kim Mancera, City Clerk
Department: Administration
Submitted by:
Prepared by: Kim Mancera, City Clerk

RECOMMENDATION

It is recommended to approve the 2026 Calendar of Regular Meetings for the Open Government Commission.

BACKGROUND

Staff has prepared the proposed 2026 Open Government Commission Regular Meeting Schedule for the upcoming calendar year, following the scheduling pattern approved by the Council in prior years.

The Open Government Commission is being requested to review and provide approval for the attached 2026 Regular Meeting Schedule.

Attachments:

1. 2026 Meeting Calendar



Open Government Commission 2026 Regular Meetings

2nd Thursday, Quarterly | 6:00 PM
Gilroy City Council Chambers | 7351 Rosanna Street, Gilroy, CA

February	Thursday, February 12, 2026
May	Thursday, May 14, 2026
August	Thursday, August 13, 2026
November	Thursday, November 12, 2026



City of Gilroy Open Government Commission

STAFF REPORT

Agenda Item Title: Open Government Week – 17-21 November 2025
Meeting Date: November 13, 2025
From: Kim Mancera, City Clerk
Department: Administration
Submitted by:
Prepared by: Shayne Somavia, Commissioner

RECOMMENDATION

Receive report

BACKGROUND

Attached, please find attached Chair Somavia's subcommittee report regarding Open Government Week.

Attachments:

1. Open Government Week Subcommittee Report

GILROY OPEN GOVERNMENT COMMISSION

Updated 6 Nov 2025

2026-2027 WORK PLAN: Open Government Week Proclamation & Activities

SPONSOR: Commissioner Shayne Somavia, shayne.somavia@cityofgilroy.org

STATUS: Open – In Progress

PURPOSE: To provide a roadmap with potential public activities and events to promote Gilroy’s first Open Government Week, showcasing the City’s (Council, boards, committees and commissions) steadfast commitment to the highest principles of openness and transparency.

TIMELINE:

- ✓ 8 May 2025 *Open Government Commission Regular Meeting*
Provided Commission drafts of the Open Government Week proclamation, council correspondence, and proposed activities for review and markup.
- ✓ 14 Aug 2025 *Open Government Commission Regular Meeting*
Review the previous changes. Seek public and commissioner input.
- ✓ 25 Sep 2025 *Open Government Commission Special Meeting*
Review changes and vote on final draft, which will be submitted as a council correspondence package for their review and approval. Preview the calendar of events for commissioner consideration and to identify activities commissioners wish to participate.
- 13 Nov 2025 *Open Government Commission Regular Meeting*
Finalize preparations and activities for Open Government Week.

17 – 21 Nov 2025	<i>Open Government Week</i>
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- 17 Nov, *City Council Meeting*
 - Receive Proclamation
 - Open Government Commission Annual Report to Council

PROPOSED ACTIVITIES

1. Civic Engagement Education – Provide presentation/information desk at institutions for education to interact with students, provide Questions and Answers (Q&A) to highlight the features and importance of the Open Government Ordinance. (Reference: Open Government Week Talking Paper)

2. Public Engagement Assistance – Setup and staff a table in front of the council chambers on Mon, 17 Nov 2025 for City Council Meeting. Help members of the public attending the council meeting with public speaker cards, agenda packets, and respond to any questions they may have.
3. Ask a Commissioner – Setup and staff table at the Gilroy Library to engage with the public, demonstrate how to access public records, Council meeting recordings, identify ways they can submit their input to the council (in person, via email).

ATTACHMENT

1. Open Government Week Calendar of Events

Open Government Week

November 17 – 21, 2025

Calendar of Events

Provide an overview of activities scheduled for Open Government Week and to aid commissioners with determining their availability and preference for each event.

Day	Event(s) Venue	Commissioner(s)
Monday, November 17, 2025	5:00 pm – Public Engagement Assistance City Council Chambers Foyer	1. 2.
	6:00 pm – Open Government Week Proclamation City Council Chambers	1. 2. 3. 4. 5.
	6:00+ pm – Open Government Commission Annual Report City Council Chamber	Somavia
	6:00+ pm – Translation Services Presentation (If agendized) City Council Chambers	1. 2.
Tuesday, November 18, 2025	3:00 – 5:00 pm – Ask a Commissioner Gilroy Library	1. 2.
	5:00 – 7:00 pm – Ask a Commissioner Gilroy Library	3. 4.
Wednesday, November 19, 2025	10:00 am – 12:00pm – Civic Engagement Education Gavilan College	1. 2.
	4:00 pm – 6:00pm – Civic Engagement Education Student Gavilan College	3. 4.
Thursday, November 20, 2025		
Friday, November 21, 2025		



City of Gilroy Open Government Commission

STAFF REPORT

Agenda Item Title: Open Government Ordinance Training
Meeting Date: November 13, 2025
From: Kim Mancera, City Clerk
Department: Administration
Submitted by:
Prepared by: Shayne Somavia, Commissioner

RECOMMENDATION

Receive report.

BACKGROUND

Attached, please find Chair Somavia and Commissioner Krulee's subcommittee report about Open Government Ordinance Training

Attachments:

1. OGO Training Subcommittee Report

GILROY OPEN GOVERNMENT COMMISSION

Updated 6 Nov 2025

2026-2027 WORK PLAN: Reinvigorate Gilroy Open Government Ordinance Training

SPONSORS: Commissioner Janey Krulee, janet.krulee@cityofgilroy.org
Commissioner Shayne Somavia, shayne.somavia@cityofgilroy.org

STATUS: Open – In Progress

PURPOSE: To provide just-in-time training to on-board new staff, council, commission and board members as well as provide refresher training to stakeholders when significant changes occur to the City’s Open Government Ordinance.

STAKEHOLDERS

- Members of Gilroy City Council
- City Staff
- Members of Boards, Commissions and Committees
- Members of the Public

TIMELINE:

- ✓ 8 May 2025 *Open Government Commission Regular Meeting*
Present to the Commission the draft PowerPoint presentation, highlighting its functionality, features, and form. Demonstrate the first two sections (Intro and Changes & Public Access to Meetings) to garner Commissioner input as well as serve as a vector check for completing the remaining two sections (Public Access to Information & Records & Open Government Commission) of the training.
- ✓ 14 Aug 2025 *Open Government Commission Regular Meeting*
Present draft version, which includes all four sections, to the Commission for review and input. Staff coordinating routing to City Attorney for feedback, input to the content and approval.
- ✓ 25 Sep 2025 *Open Government Commission Special Meeting*
Present final draft version (55 slides → 26:41 mins), which includes all four sections, to the Commission for review, take input and garner approval. Once approved, route to the City Attorney for feedback, input to the content and coordination. Incorporate changes from City Attorney and then create a Spanish language version. Discuss and determine approving authority.

- 13 Nov 2025 *Open Government Commission Regular Meeting*
Present revised version after further feedback. Coordinate path to create Spanish language version.

TRAINING OBJECTIVES

- Familiarize stakeholders with the purpose and intent of the Open Government Ordinance
- Provide principles, policies, and procedural requirements regarding the community’s role and access to public meetings and public information
- Outline the role and responsibilities of the Open Government Commission
- Identify significant changes to the Open Government Ordinance to promote transparency in decision making
- Catalogue Frequently Asked Questions (FAQs) and document for reference so stakeholders are familiar and aware of the public’s issues and concerns

1. Introduction to Open Government Ordinance	
1.1. Purpose and intent of Chapter 17A	[Ref. 17A.1]
1.2. Highlights of recent, relevant changes	
2. Public Access to Meetings	[Ref. 17A.3]
2.1. Terms, Definitions and References	
2.1.1. What are Meetings What are not Meetings	
2.1.2. “Open – Public” and “Closed-Private” Sessions	
2.2. Meetings (Regular & Special)	
2.2.1. Preliminary Agenda (7-day)	
2.2.2. 72-hour Agenda	
2.2.3. “Know your Rights” Notice	[Ref. 17A.5 (g)]
2.2.4. How to contact the Open Government Commission & receive a free copy of the Open Government Ordinance	[Ref. 17A.5 (h)]
2.2.5. Action on items not on the agenda	[Ref. 17A.5 ©, (f)]
2.2.6. Statement or comments made by the public	[Ref. 17A.6, 17A.7]
2.3. Closed Session – Agenda Disclosure Types	[Ref. 17A.8]
2.3.1. Agenda item involving litigation	[Ref. 17A.9]
2.3.2. Subject matter jurisdiction of policy body	[Ref. 17A.11]
2.3.3. Reasons for Closed Session	[Ref. 17A.12]
2.3.4. Closed Session Disclosures	[Ref. 17A.13]
2.4. Barriers to Attendance	[Ref. 17A.14]
2.5. Recording, Filming and Photographing	[Ref. 17A.15]

2.6. Public Comments & Council Announcements	[Ref. 17A.16]
2.7. Meeting Minutes	[Ref. 17A.17]
2.8. Public Comment by members of policy bodies	[Ref. 17A.18]
3. Public Access to Information and Records	
3.1. Terms, Definitions and References	[Ref. 17A.19]
3.1.1. What is public information	
3.1.2. What is not public information	
3.2. Administrative appeals to access public records	[Ref. 17A.20]
3.3. Technology use and digitization of public records	[Ref. 17A.21]
3.4. Release of oral public information	[Ref. 17A.22]
3.5. Public Review File	[Ref. 17A.23]
3.6. Public Information that must be disclosed	[Ref. 17A.24]
3.7. Response timeline	[Ref. 17A.25]
3.8. Withholding & justification of withholding	[Ref. 17A.26-27]
3.9. Enhanced rights of public access	[Ref. 17A.28]
3.10. Fees for duplication	[Ref. 17A.29]
3.11. Public records index	[Ref. 17A.30]
3.12. Records retention	[Ref. 17A.31-33]
3.13. Statement of Economic Interest (FPPC filings)	[Ref. 17A.34]
4. Open Government Commission	
4.1. Composition	[Ref. 17A.35 (b)]
4.2. Roles & Responsibilities	[Ref. 17A.35 ©; 17A.36]
4.2.1. Commission	
4.2.2. City Administrator	
4.2.3. Department Heads	
4.3. Compliance & Enforcement	[Ref. 17A.38-39]
4.4. Severability	[Ref. 17A.40-41]

SUPPLEMENTAL MATERIAL (Pending Development)

1. Frequently Asked Questions (FAQs)

NOTE: As part of the Open Government Training overhaul, a Frequently Asked Questions (FAQs) document is being assembled to record pertinent information and to capture questions from individuals and provide answers with supporting details. This would include a change log highlighting updates to the OGO since its inception.

Ordinance (Ord)	Date
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Ord No. 2023-10	20 Nov 2023
Ord No. 2019-05	25 Feb 2019
Ord No. 2019-04	11 Feb 2019
Ord No. 2018-03	22 Jan 2018
Ord No. 2017-03	6 Mar 2017
Ord No. 2014-09	4 Aug 2014
Ord No. 2014-03	7 Apr 2014
Ord No. 2012-12	1 Oct 2012
Ord No. 2008-11	17 Nov 2008

2. Open Government Trifold – The OGO in Brief. Highlight key points the public should know and be aware of when it comes to public access to meetings and records. Limit the information to a front and back trifold.





City of Gilroy Open Government Commission

STAFF REPORT

Agenda Item Title: Review of Public Records Requests Per Gilroy Code Section 17A.35(c)
Meeting Date: November 13, 2025
From: Kim Mancera, City Clerk
Department: Administration
Submitted by:
Prepared by: Kim Mancera, City Clerk

RECOMMENDATION

Staff recommends that the Commission receives the report.

BACKGROUND

This staff report contains three logs of Public Records Requests.

- General City Public Records Request Log (3rd Quarter)
- Police Department Public Records Request and Denial Log (January - December 2024)
- Police Department Public Records Request and Denial Log (January - September 2025)

Attachments:

1. OGO PRA Report July-Sept
2. PRA Log 2024
3. PRA Log 2025

	A	B	C	D	E	F	G
1	PRA-2025-00395	9/30/2025	<p>We are working on a project at 6700 Automall Parkway, Gilroy, CA 95020 (APN: 841-66-024) and would like to request the architectural and structural record drawings.</p> <p>Thank you for your assistance.</p>	Other	Completed		10

	A	B	C	D	E	F	G
2	PRA-2025-00394	9/30/2025	<p>To the Office of the City Clerk:</p> <p>Pursuant to the California Public Records Act and Government Code section 65940, I am writing on behalf of the California Housing Defense Fund to request a copy of the following record(s):</p> <p>1. Permit Streamlining Act Completeness List(s): The list or lists compiled by the City pursuant to Government Code section 65940.</p> <p>Please send records responsive to this request directly to James Lloyd, Director of Planning and Investigations, by email at james@calhdf.org. If you require any clarification of this request, please contact Mr. Lloyd at that email address.</p> <p>Sincerely,</p> <p>Dylan Casey CalHDF Executive Director</p> <p>James M. Lloyd CalHDF Director of Planning and Investigations</p>	Community Development - Planning: Planned Projects	Completed	Community Dev	9
3	PRA-2025-00393	9/29/2025	<p>Hi, I am requesting for the entire building permit file for the address: 194 4th Street #B, Gilroy, CA 95020</p> <p>The APN: 799-06-039</p> <p>Please send electronically, thanks.</p>	Community Development - Building: Building Permits	Completed	Community Dev	10
4	PRA-2025-00392	9/29/2025	<p>Regarding property at: {Redacted}</p> <p>Requesting building permits information Are all building permits finalized and approved? Are the permits active or expired? What is the cost to pull the building permits?</p>	Community Development - Building: Building Permits	Completed	Community Dev	0

	A	B	C	D	E	F	G
5	PRA-2025-00391	9/29/2025	<p>Copies of building permits records Are all permits approved and finalized? Are the permits active ir expired? Price to pull permits?</p>	Community Development - Building: Building Permits	Returned for	Community Development	
6	PRA-2025-00390	9/25/2025	<p>I am conducting an environmental site assessment on the following property: 8500 New Avenue</p> <p>This property is a cell tower located on parcel 835-25-023. I would like to review any inspection reports, notices of violation, or responsive CUPA records regarding the use/storage of hazardous materials for this site. Please contact me if you have any questions.</p> <p>Thank you in advance for your help! Khalil</p>	Community Development - Fire: CUPA Records	Completed	Community Dev	0
7	PRA-2025-00389	9/25/2025	<p>I am conducting an environmental site assessment on the following property: 8500 New Avenue</p> <p>This property is a cell tower on parcel 835-25-023. I would like to review any building permits, certificates of occupancy, inspection records, and notices of code violations you have pertaining to this property. Please contact me if you have any questions.</p> <p>Thank you in advance for your help! Khalil</p>	Community Development - Building: Building Permits	Completed	Community Dev	13
8	PRA-2025-00388	9/25/2025	<p>Any records concerning inspections, violations, or permits issued by a City of Gilroy affiliated entity or division for 5847 Obata Way, Gilroy, CA. Additionally, any records related to the Initial Study prepared under CEQA for this property.</p>	Community Development - Code Enforcement: Code Enforcement Violations	Completed	Community Dev	11

	A	B	C	D	E	F	G
9	PRA-2025-00387	9/24/2025	<p>under the provisions of California Gov. Code § 7920, the California Public Records Act. The purpose of this request is to obtain records which provide a complete and comprehensive account of Gilroy's total costs associated with employee full names and compensation. Specifically, this request seeks an accounting, by full name and job title, of total gross wages paid to each employee and the total cost incurred separately by the employer for providing retirement and health benefits.</p> <p>Note that the State Controller's "Government Compensation in California" report does not contain the names of employees and therefore does not satisfy this request. If your response is to send us a copy of that report, that will simply delay the process and take more of your time as we will reject it as insufficient to satisfy this request in full.</p> <p>As a reminder, per Gov. Code § 7922.585(a) "Nothing in this section is intended to affect the public record status of information merely because it is stored in a computer. Public records stored in a computer shall be disclosed as required by this chapter."</p> <p>In an effort to standardize how this information is reported, please include the following categories in your response:</p> <ul style="list-style-type: none"> •Employee Name (full name, including first and last) •Position/Job Title ("City Manager", "Police Officer", etc.) •Annual Salary Minimum & Maximum •Total Regular Pay •Overtime Pay •Other Pay (any additional forms of pay that are not reported in Regular Pay) •Retirement Contribution Costs - All forms of employer-paid retirement contributions, deferred compensation, etc., including Unaccrued Actuarial Liability if applicable. Please split out per the standard State Controller's Office categories. •Healthcare Contribution Costs - All forms of employer-paid health and welfare benefits, such as health, dental and vision insurance benefits. <p>In the event Gilroy is not in possession of a record of this nature, we request copies of any other</p>	Finance: Expense Reports	Completed	Finance	0

	A	B	C	D	E	F	G
10	PRA-2025-00386	9/24/2025	<p>Request Code: 14400952 Date: 09/24/25</p> <p>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.</p> <p>Solicitation Name: South County Youth Task Force Community-Based Youth (RFP) Solicitation Number: solicitation number 25-RFP-PD-524, Bid Date: 09/23/25</p> <p>This request is made in consideration of state and local procurement laws and in the interest of a fair and transparent bidding process.</p> <p>North America Procurement Council, Inc. PBC TEL 302-450-1923 FAX 302-450-1925 www.NAPC.pro bids@napc.me</p>	Finance: Bid	Completed	Finance	8
11	PRA-2025-00385	9/24/2025	<p>Request Code: 14393183 Date: 09/24/25</p> <p>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.</p> <p>Solicitation Name: South County Youth Task Force School-Based Youth Services (RFP) Solicitation Number: solicitation number 25-RFP-PD-523, Bid Date: 09/23/25</p> <p>This request is made in consideration of state and local procurement laws and in the interest of a fair and transparent bidding process.</p> <p>North America Procurement Council, Inc. PBC TEL 302-450-1923 FAX 302-450-1925 www.NAPC.pro bids@napc.me</p>	Finance: Bid	Completed	Finance	8

	A	B	C	D	E	F	G
			<p>APN-841-76-008</p> <p>Dear Municipality Official,</p> <p>At our client's request, we are seeking the following information:</p> <ul style="list-style-type: none"> •Any Variances, Special Permits, Conditions, etc: Please note the existence of these items as they relate to the subject property and supply documentation, if available. •Code Violations: Please note whether or not there are currently any open/outstanding zoning, building or fire code violations of record that apply to the subject property •Planned Public Improvements/Roadway Condemnation: Please note whether or not there are currently any planned public improvements/roadway condemnation that would affect the subject property. •Certificates of Occupancy: Please supply copies of any existing certificates of occupancy for the subject property. If none are available, please state the reason for this and whether there is any expected enforcement action due to the lack of certificate copies. •Approved Site Plan and/or Conditions of Approval, if applicable: Please supply available documents, particularly if the subject property is located in a Planned Development. 				
12	PRA-2025-00384	9/24/2025		Other	Completed		13
13	PRA-2025-00383	9/23/2025	<p>Good afternoon, I would like to know if there are any open-code enforcement cases for {Redacted}</p> <p>Thank you!</p>	Community Development - Code Enforcement: Code Enforcement Violations	Completed	Community Dev	10
14	PRA-2025-00382	9/23/2025	<p>I would like to see the insurance certificate with proof of insurance for Swimming Swans, LLC who had the contract for the swimming pool in summer 2025. I have seen the insurance document that is provided in the contract dated March 18, 2025, however those insurance coverages expired in May 2025, before the summer. I would like their updated certificate that was valid for the full summer of 2025. Thank you!</p>	City Clerk: Contracts	Completed	City Clerk	1

	A	B	C	D	E	F	G
15	PRA-2025-00381	9/22/2025	<p>Hello, Previously, you were kind enough to supply an electrical diagram that represented the basic implementation details of my Lennar home. This is a new request for additional drawings submitted by Lennar that describe the basic PLUMBING implementation within the home at 2560 Pasture St. This is needed in advance of filing a permit to modify the plumbing by a contractor. Thank you!</p>	Community Development - Building: Building Permits	Completed	Community Dev	4
16	PRA-2025-00380	9/22/2025	<p>Please provide, the Current In-Force Contract(s) illustrating all costs/fees associated for Third Party Workers Compensation Claims Administration Services including Managed Care Services (Medical Bill Review, Utilization Review, & Nurse Case Management) with (Innovative Claim Solutions). Please also provide the Third Party Administration Agreement for Auto & General Liability Claims Administration Services.</p>	Other	Completed		10
17	PRA-2025-00379	9/17/2025	<p>Gilroy, CA Parcel ID:835-04-065</p> <p>Dear Municipality Official,</p> <p>At our client's request, we are seeking the following information:</p> <ul style="list-style-type: none"> •Any Variances, Special Permits, Conditions, etc.: Please note the existence of these items as they relate to the subject property and supply documentation, if available. •Code Violations: Please note whether or not there are currently any open/outstanding zoning, building or fire code violations of record that apply to the subject property •Certificates of Occupancy: Please supply copies of any existing certificates of occupancy for the subject property. If none are available, please state the reason for this and whether there is any expected enforcement action due to the lack of certificate copies. •Approved Site Plan and/or Conditions of Approval, if applicable: Please supply available documents, particularly if the subject property is located in a Planned Development. <p>Please advise us at your earliest convenience of any additional fees or forms, if any of these items is not available or if I should be directing any portion of my request to another party. We are on a strict timeline, and your prompt attention to this request is greatly appreciated. Upon completion, please forward the information via email or toll-free fax (877) 386-5022. We truly appreciate your help with this request and look forward to your reply. Please feel free to contact me toll-free at (800) 787-8390 (Ext. 15201) or via email at Alyssa.Vega@NV5.com with any questions or concerns you may have regarding this request.</p>	Other	Completed		9

	A	B	C	D	E	F	G
18	PRA-2025-00378	9/17/2025	Fire near a dumpster	Fire: Incident Reports (Fire)	Completed	Fire	0
19	PRA-2025-00377	9/16/2025	I am requesting a copy of Conditional Use Permit No. CUP 01-06 adopted January 3, 2002 for 5847 Obata Way permitting operation of an outdoor recycling facility.	Community Development - Planning: Planned Projects	Completed	Community Dev	13
20	PRA-2025-00376	9/16/2025	<p>Please provide me with Residential Building Permit info for:</p> <p>1-ALL New SFD's issued permits 2-ALL residential additions, remodels exceeding \$500,000 in job value 3-ALL ADU's, Swimming Pool projects AND Outdoor Kitchens, Fire Pits, BBQ's etc. 4-from July 1st 2025, through Sept 14th 2025</p> <p>Information Desired: Jobsite Address Job Value Description of Project Sqft of Living Space Date Permit Issued Owner info Builder info Architect info</p>	Community Development - Building: Building Permits	Completed	Community Dev	2

	A	B	C	D	E	F	G
21	PRA-2025-00375	9/16/2025	<p>Request Code: 14393168 Date: 09/13/25</p> <p>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.</p> <p>Solicitation Name: Purchase of One (1) 2025 Ford F150 Lightning Pro 4WD Supercrew 5.5' Box Truck With V2L Capacity, Mega Power Frunk, and Pro Onboard Power Solicitation Number: solicitation number 26-AD-300, Bid Date: 09/12/25</p> <p>This request is made in consideration of state and local procurement laws and in the interest of a fair and transparent bidding process.</p> <p>North America Procurement Council, Inc. PBC TEL 302-450-1923 FAX 302-450-1925 www.NAPC.pro bids@napc.me</p>	Finance: Bid	Completed	Finance	15
22	PRA-2025-00374	9/16/2025	<p>Request Code: 14400952 Date: 09/15/25</p> <p>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.</p> <p>Solicitation Name: South County Youth Task Force Community-Based Youth (RFP) Solicitation Number: solicitation number 25-RFP-PD-524, Bid Date: 09/23/25</p> <p>This request is made in consideration of state and local procurement laws and in the interest of a fair and transparent bidding process.</p> <p>North America Procurement Council, Inc. PBC TEL 302-450-1923 FAX 302-450-1925 www.NAPC.pro bids@napc.me</p>	Finance: Bid	Completed	Finance	3

	A	B	C	D	E	F	G
23	PRA-2025-00373	9/16/2025	<p>Request Code: 14393183 Date: 09/15/25</p> <p>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.</p> <p>Solicitation Name: South County Youth Task Force School-Based Youth Services (RFP) Solicitation Number: solicitation number 25-RFP-PD-523, Bid Date: 09/23/25</p> <p>This request is made in consideration of state and local procurement laws and in the interest of a fair and transparent bidding process.</p> <p>North America Procurement Council, Inc. PBC TEL 302-450-1923 FAX 302-450-1925 www.NAPC.pro bids@napc.me</p>	Finance: Bid	Completed	Finance	3
24	PRA-2025-00372	9/15/2025	<p>I represent the seller for the Property located at {REDACTED} in Gilroy, The owner has passed away and the trustee is selling the home. We are looking for the details of permits that have been done on the house. Could you please find them for me. I went to the other area and see that there are permits but it doesn't break them down. If you have more detail information that would be really great.</p> <p>Thank you</p>	Community Development - Building: Building Permits	Completed	Community Dev	3

	A	B	C	D	E	F	G
25	PRA-2025-00371	9/11/2025	<p>Subject: CA Gilroy City - Public Records Request</p> <p>Dear Sir or Madam,</p> <p>Pursuant to the state statutes regarding public information, I am inquiring to whether you can provide the following information:</p> <ol style="list-style-type: none"> 1. A copy of any records related to uncashed /stale-dated checks showing the (i) payee or vendor names, (ii) check issue dates, (iii) check number and (iv) dollar amounts equal to or greater than one thousand dollars (\$1,000.00). 2. Accounting records of property tax overpayments or claimed/unredeemed tax lien certificates which have been refundable, showing the (i) payee names (ii) check issue dates, (iii) check numbers, (iv) dollar amounts over \$1,000.00. 3. For the above two requests please include all the necessary claim forms, affidavits or instructions required for the reissuance of the deposits/outstanding/stale dated checks or refunds. 4. 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? <p>Thank you in advance for your assistance with this request.</p> <p>Best Regards,</p> <p>Nariseti Ooha Kavya Analyst, Abandoned and Unclaimed Property Ryan 150 South Fifth Street, Suite 2500 Minneapolis, Minnesota 55402 972.934.0022 Ext. 52-3551 Email: aupassetrecovery@ryan.com</p>	Finance: Expense Reports	Completed	Finance	4
26	PRA-2025-00370	9/10/2025	<p>This email constitutes a formal request for the PRELIMINARY, AS-READ BID RESULTS as publicly read aloud at the time of acceptance of bids for the referenced project.</p> <p>We have confirmed, prior to this request, that the information is unavailable through bid links, third-party hosts, or other accessible sources. Please advise if further details are required to process this request. If no further information is required, please send the information to the email listed below.</p> <p>Thank you for your prompt attention and upholding transparency in government. We appreciate it greatly!</p> <p>ca@bidjudge.com Seth A BidJudge.com PO Box 1022 Higley, AZ 85236 480 487 6638</p>	Finance: Bid	Completed	Finance	5

	A	B	C	D	E	F	G
			<p>Request Code: 14340779 Date: 09/10/25</p> <p>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.</p> <p>Solicitation Name: FY26 Sidewalk Replacement Program Solicitation Number: solicitation number 26-PW-299, Bid Date: 09/09/25</p> <p>This request is made in consideration of state and local procurement laws and in the interest of a fair and transparent bidding process.</p> <p>North America Procurement Council, Inc. PBC TEL 302-450-1923 FAX 302-450-1925 www.NAPC.pro bids@napc.me</p>				
27	PRA-2025-00369	9/10/2025		Finance: Bid	Completed	Finance	5
28	PRA-2025-00368	9/9/2025	Hi, I am the community manager for {REDACTED}. I would like to request a copy of this fire incident report.	Fire: Incident Reports (Fire)	Completed	Fire	2

	A	B	C	D	E	F	G
29	PRA-2025-00367	9/8/2025	<p>Request Code: 14393168 Date: 09/08/25</p> <p>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.</p> <p>Solicitation Name: Purchase of One (1) 2025 Ford F150 Lightning Pro 4WD Supercrew 5.5' Box Truck With V2L Capacity, Mega Power Frunk, and Pro Onboard Power Solicitation Number: solicitation number 26-AD-300, Bid Date: 09/12/25</p> <p>This request is made in consideration of state and local procurement laws and in the interest of a fair and transparent bidding process.</p> <p>North America Procurement Council, Inc. PBC TEL 302-450-1923 FAX 302-450-1925 www.NAPC.pro bids@napc.me</p>	Finance: Bid	Completed	Finance	7
30	PRA-2025-00366	9/8/2025	<p>All Notices to Comply, Inspection Report, complaints by tenants, photos, Hearing Notes, Hearing Recordings, Correspondence between the agency and the landlord, or any Code Enforcement Report and more for ALL UNITS from 2015 - Present. Address: {REDACTED}</p>	Community Development - Code Enforcement: Boarded up, vacant or inhabitable properties with code enforcement violations	Completed	Community Dev	11
31	PRA-2025-00365	9/8/2025	<p>I'm looking for the permitted drawing set for {REDACTED}. I am in escrow right now and will be under contract on 9/8. Looking to see the existing plans and MEP drawings. I am a licensed contractor CSLB: 1117125 if it makes any difference. Hoping to get these plans as soon as possible. Thank you for your help.</p>	Community Development - Building: Building Permits	Completed	Community Dev	8

	A	B	C	D	E	F	G
32	PRA-2025-00364	9/4/2025	{Redacted}	Community Development - Building: Building Permits	Completed	Community Dev	12
33	PRA-2025-00363	9/3/2025	<p>Please accept this request for any information/documentation/files from 1939-Present with your department regarding the following property:</p> <p>Address: 6600 Brem Lane, Gilroy APN: 841-67-011</p> <p>AEI Consultants is currently conducting a Phase I Environmental Site Assessment for the property. The current ASTM E1527 Standard Practice for Environmental Site Assessments requires a records search be conducted with local regulatory departments for information regarding the subject property. Of particular interest are the following items:</p> <ul style="list-style-type: none"> •Records regarding petroleum product and/or hazardous substance usage/storage at the subject property (i.e., permits, inspections, hazardous materials business plans, SPCC plans, maps, site plans, chemical inventories); •Records regarding aboveground storage tank (AST) and/or underground storage tank (UST) systems at the subject property; •Records of hazardous substance and/or petroleum product releases, contamination or other known environmental concerns which may have affected the subject property; •Records of violations or corrective actions; •Records of septic system installations and repairs at the subject property; •Records of wells in connection with the subject property; and/or •Environmental permits (wastewater discharges and/or air emissions) and the most recent associated effluent/emission sampling. <p>NOTE: we are interested in both current and historical records pertaining to the items listed above.</p>	Community Development - Fire: Hazardous Material	Completed	Community Dev	0

	A	B	C	D	E	F	G
34	PRA-2025-00362	9/3/2025	<p>Please accept this request for any information/documentation/files from 1939-Present with your department regarding the following property:</p> <p>Address: 6600 Brem Lane, Gilroy APN: 841-67-011</p> <p>AEI Consultants is currently conducting a Phase I Environmental Site Assessment for the property. The current ASTM E1527 Standard Practice for Environmental Site Assessments requires a records search be conducted with local regulatory departments for information regarding the subject property. Of particular interest are the following items:</p> <ul style="list-style-type: none"> •Records of fire inspections at the subject property; •Records regarding petroleum product and/or hazardous substance usage/storage at the subject property (i.e., permits, inspections, hazardous materials business plans, SPCC plans, maps, site plans, chemical inventories); •Records regarding aboveground storage tank (AST) and/or underground storage tank (UST) systems at the subject property; •Records of hazardous substance and/or petroleum product releases, contamination or other known environmental concerns which may have affected the subject property; and/or •Records of significant fires that may have used AFFF/Class B firefighting foams at the subject property. <p>NOTE: we are interested in both current and historical records pertaining to the items listed above.</p> <p>Please feel free to reach out to me if you have any questions at: tmikasa@aeiconsultants.com</p>	Community Development - Fire: CUPA Records	Completed	Community Dev	0

	A	B	C	D	E	F	G
35	PRA-2025-00361	9/3/2025	<p>Please accept this request for any information/documentation/files from 1939-Present with your department regarding the following property:</p> <p>Address: 6600 Brem Lane, Gilroy APN: 841-67-011</p> <p>AEI Consultants is currently conducting a Phase I Environmental Site Assessment for the property. The current ASTM E1527 Standard Practice for Environmental Site Assessments requires a records search be conducted with local regulatory departments for information regarding the subject property. Of particular interest are the following items:</p> <ul style="list-style-type: none"> •Building permit history (including recent, historical and archived records) OR permit summary (date, type of permit, applicant/tenant) (NOTE: upon review of a permit summary, we may request review of individual permits) •Available licenses and certificates of occupancy (including oldest historical records) •Construction date(s) [current building(s), and previous building(s) if applicable] •List of tenants which have occupied the subject property •Permits of environmental concern (e.g., petroleum storage tanks, septic systems, oil/water separators) •Oldest and most recent maps and site layout plan of the subject property (if available) •Records of any major environmental violations or significant complaints registered against the subject property •Other relevant information regarding historical development and former use/occupancy at the subject property; and/or •Environmental property use limitations/restrictions related to contamination and/or other environmental conditions at the subject property (e.g., environmental deed restrictions, 	Community Development - Building: Building Permits	Completed	Community Dev	13

	A	B	C	D	E	F	G
36	PRA-2025-00360	9/2/2025	<p>Partner Engineering and Science, a national real estate due diligence firm, is performing an environmental site assessment (ESA) on a commercial property at 195 Leavesley Road, Gilroy (APN 835-01-060-02).</p> <p>In accordance with rules and regulations of conventional Freedom of Information Act provisions, I am requesting the following information to include in our report.</p> <ul style="list-style-type: none"> •Does the fire department currently or has historically managed hazardous material permitting and compliance for Gilroy? •If so, do you have files the property listed above? (yes/No) •Are there any permits associated with Hazardous material use or storage •Are there any unresolved notice of violation or Notice to Comply against the property? •How frequently is the property inspected by the fire department? (Annually? Never? To investigate a complaint?) •Date of last inspection- If applicable •Do you have record of any fire response at the subject property? If so, what was the extent of the response, date, and was foam or water utilized? <p>We appreciate your assistance with this information. Please email or fax this page and any additional attachments to the contact information shown below. Also, please include the responder's name, title, and contact info.</p> <p>Respectfully, Lucy Mulvey Professional Associate M: (209) 213-9326 E-Mail: lmulvey@eesigroup.com</p>	Community Development - Fire: Hazardous Material	Completed	Community Dev	2

	A	B	C	D	E	F	G
37	PRA-2025-00359	9/2/2025	<p>Request Code: 14340779 Date: 09/01/25</p> <p>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.</p> <p>Solicitation Name: FY26 Sidewalk Replacement Program Solicitation Number: solicitation number 26-PW-299, Bid Date: 09/09/25</p> <p>This request is made in consideration of state and local procurement laws and in the interest of a fair and transparent bidding process.</p> <p>North America Procurement Council, Inc. PBC TEL 302-450-1923 FAX 302-450-1925 www.NAPC.pro bids@napc.me</p>	Finance: Bid	Completed	Finance	1
38	PRA-2025-00358	9/1/2025	<p>Request a copy of your building permit records from July 24, 2025, to present. Please include any fields that your permitting system tracks. This includes but is not limited to:</p> <ul style="list-style-type: none"> -Permit Number -Applied/Issued Dates -Work Address -Permit Type -Permit Status -Description of the work being done -Contractor and Architect Details -Job Valuations <p>Please note: The preferred file type is a searchable PDF, the same format you provided in our previous request.</p>	Community Development - Building Permits	Completed	Community Dev	15

	A	B	C	D	E	F	G
39	PRA-2025-00357	9/1/2025	<p>We are conducting research on solar activity in the U.S. and would like access to the following data for the date range (8/1/2025 to 8/31/2025):</p> <ul style="list-style-type: none"> - Issued Residential and Commercial Solar (photovoltaic - PV) permits - Issued Residential and Commercial Energy Storage System permits <p>The following are the important data points:</p> <ul style="list-style-type: none"> • Permit number • Permit status • Permit address • Contractor • Issue date • Application date • Final / Completion date • Permit type • Sub-type • Valuation • Work description • Storage/Battery Manufacturer Name. <p>If you do not have separate categories for solar or storage, please provide all building and electrical permits.</p> <p>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.</p>	Community Development - Building: Building Permits	Completed	Community Dev	14

	A	B	C	D	E	F	G
40	PRA-2025-00356	9/1/2025	<p>Pursuant to the California Public Records Act (Cal. Gov. Code §§ 7920.000 et seq.), which grants access to copies of public records, I am requesting the most up-to-date information pertaining to the following types of obligations held in accounts managed by the City of Gilroy.</p> <p>Records may include any and all:</p> <ol style="list-style-type: none"> 1. Records concerning credits, overages, or refunds that are due and owing by the city <ol style="list-style-type: none"> a. Typically these may be tax related in nature 2. Called, matured, and/or currently redeemable bonds issued by the city which may include but is not limited to refunds due back to the depositor pertaining to sheriff bonds, construction bonds, or public works related bonds 3. Any financial spreadsheet, ledger, or other record of the active cash and cash-convertible sureties and escrow accounts maintained by the City for financial instruments posted or deposited with the City by companies to ensure completion of private-sector residential or commercial construction projects. <ol style="list-style-type: none"> a. Please note that I am only requesting records that have not been refunded to the payee. Do not include any items that would not be able to be recovered or paid out. 4. Amounts on deposit with the City that are held in trust for recipients whose whereabouts are unknown including instances where payments were attempted but undeliverable. These amounts may pertain to eminent domain, matured government bonds, tax refunds, tax overpayments, real estate foreclosures, restitution payments, proceeds from public sales of lost property, unsuccessful electronic funds transfers, funds held in escrow, or any other securities 5. Outstanding and refundable credit balances. 6. Unclaimed, uncashed, undeliverable, staled-dated, voided, overdue and/or outstanding payments or checks/warrants issued by the city 7. Any responsive documentation from requests submitted by Asset Management Consultants of Virginia, Inc. (AMC). 	Other	Completed		15
41	PRA-2025-00355	9/1/2025	<p>I'm looking for the plans/blueprints submitted to the City of Gilroy by the builder, around 2008.</p> <p>My home address is {REDACTED}</p> <p>I'm only interested in electrical, HVAC and plumbing plans.</p> <p>If I can get electronic files, that would be great.</p>	Community Development - Building: Building Permits	Completed	Community Dev	14
42	PRA-2025-00354	9/1/2025	<p>Looking to review current and historical building and occupancy permits related to 8921 Murray Ave, Gilroy, CA & 390 Tomkins Ct, Gilroy, CA. Thank you!</p>	Community Development - Building: Building Permits	Completed	Community Dev	14

	A	B	C	D	E	F	G
43	PRA-2025-00353	9/1/2025	Looking to review any current or historical cupa/hazmat filings, inspections, UST, AST, and any site mitigation files related to 8921 Murray Ave, Gilroy, CA & 390 Tomkins Ct, Gilroy, CA. Thank you!	Community Development - Fire: Hazardous Material	Completed	Community Dev	0
44	PRA-2025-00352	9/1/2025	Please report the monthly or quarterly transient occupancy tax (TOT) revenue accrued during the 2024-2025 fiscal year, as well as the TOT rate imposed during that time. Include all TOT revenue accrued during this period, even if the payments are not yet collected. If possible and applicable, provide a breakdown of the TOT revenue accrued by short-term vacation rentals (Airbnb, Vrbo, etc.) and/or campgrounds.	Other	Completed		7
45	PRA-2025-00351	9/1/2025	<p>purposes of inspection and copying pursuant to the California Public Records Act, California Government Code § 7920.000 et seq. ("CPRA"), and Article I, § 3(b) of the California Constitution. The specific records I seek to inspect and copy are listed below. As used herein, "Record" includes "Public Records" and "Writings" as those terms are defined at Government Code § 7920.530 & 7920.545.</p> <p>The City of Gilroy uses Netfile Inc.'s electronic filing system for campaign and/or statement of economic interest disclosure filings.</p> <p>I request access to inspect/copies of</p> <p>The current contract between the City of Gilroy and Netfile Inc. pertaining to the electronic filing system, including any amendments and extensions.</p> <p>The most recent invoice received by the City of Gilroy on this contract.</p> <p>If you contend that any portion of the records requested is exempt from disclosure by express provisions of law, Government Code § 7922.525(b) requires segregation and redaction of that material in order that the remainder of the records may be released. If you contend that any express provision of law exists to exempt from disclosure all or a portion of the records I have requested, Government Code § 7922.535 requires that you notify me of the reasons for the determination not later than 10 days from your receipt of this request. Government Code § 7922.540 requires that any response to this request that includes a determination that the request is denied, in whole or in part, must be in writing and include the name and title of the person(s) responsible for the City's response.</p> <p>Government Code § 7922.500 prohibits the use of the 10-day period, or any provisions of the CPRA or any other law, "to delay access for purposes of inspecting public records."</p>	City Clerk: Contracts	Completed	City Clerk	11

	A	B	C	D	E	F	G
46	PRA-2025-00350	8/27/2025	<p>Dear City of Gilroy, We hope this message finds you well. We are with the Silicon Valley Chamber of Commerce and are reaching out to request a list of all currently active registered businesses in Gilroy. We have previously requested this and did receive it but are now needing the most recent/updated list. If possible, we kindly ask that the information be provided in Excel or Google Sheets format, including the following details: Business name Address Email Phone number Primary contact name Primary contact email Primary contact phone number</p> <p>Thank you very much for your time and assistance. We look forward to your response. Best regards, Silicon Valley Chamber of Commerce</p>	Finance: Business Licenses	Completed	Finance	7
47	PRA-2025-00349	8/27/2025	Demolition application/permit for 4310 Monterey Rd, Gilroy 95020.	Community Development - Building: Building Permits	Completed	Community Dev	9
48	PRA-2025-00348	8/27/2025	Please see attached request for records for our clients, Ramon & Diamond Deharo. Please contact me if you require any additional information.	Fire: Incident Reports (Medical)	Completed	Fire	1
49	PRA-2025-00347	8/27/2025	<p>We are seeking public records covering the period August 1, 2015 through July 31, 2025 for Biosolids (Sewage Sludge) Disposal Services and associated fees for the Gilroy WWTF:</p> <p>Invitations to Bid or Requests for Proposals Bid Results and Final Signed Contracts Corresponding bidders' tabulation lists (identifying responding bidders and their bid amounts)</p>	Finance: Bid	Completed	Finance	12
50	PRA-2025-00346	8/26/2025	Fire Car	Fire: Incident Reports (Other)	Completed	Fire	0

	A	B	C	D	E	F	G
51	PRA-2025-00345	8/26/2025	<p>I'm the Eagle Ridge HOA President and can't find the original build plans for this development. We have some questions specifically for the development built on Eagle Ridge Drive. Specifically, around {REDACTED}. I really want to understand the specific fire lanes on that street. Can you help me find those records?</p> <p>Thank you, {Redacted}</p>	Community Development - Planning: Project Site Maps	Completed	Community Dev	2
52	PRA-2025-00344	8/26/2025	<p>Site: 5897 Obata Way, Gilroy, CA 95020, APN: 84176008. I hereby request copies of all building permits and certificates of occupancy for the above address.</p>	Community Development - Building: Building Permits	Completed	Community Dev	10
53	PRA-2025-00343	8/26/2025	<p>Site: 5897 Obata Way, Gilroy, CA 95020, APN: 84176008. ESS requests the following information concerning the subject address which the fire department may have on file: 1. utilization, manufacture, storage, or discharge of hazardous materials/waste. 2. previous or on-going site investigations/remediations pertaining to hazardous materials/waste. 3. hazardous materials disclosures concerning the site. 4. information regarding underground storage tanks present or previously found at the site. 5. information regarding applications and permits for industrial waste discharge. 6. copies of any and all violations concerning industrial waste discharge.</p>	Community Development - Fire: Hazardous Material	Completed	Community Dev	8
54	PRA-2025-00342	8/26/2025	<p>Site: 5897 Obata Way, Gilroy, CA 95020, APN: 84176008. ESS requests the following information concerning the subject address which the public works department may have on file: 1. copies of applications and permits for industrial waste discharge; 2. copies of any and all violations concerning industrial waste discharge; 3. copies of all information regarding the installation of a clarifier at the site; and 4. all inspection records for the site.</p>	Community Development - Fire: Hazardous Material	Completed	Community Dev	8
55	PRA-2025-00341	8/25/2025	<p>Hello,</p> <p>I am requesting the Police body cam footage, as well as any emails or social media posts pertaining to the following cases that took place in October of 2023.</p> <p>23-107-0122 23-4668</p> <p>Thank You, Mike Venosta</p>	Other	Completed		3

	A	B	C	D	E	F	G
56	PRA-2025-00340	8/25/2025	I need a document showing the zoning at {REDACTED} is a single family residence instead of a duplex. MLS has it listed as a duplex and I submitted one form but it said/ from the Parks and Rec department at the top of the page, and they told me they wouldn't accept something from that department. I have that home listed for sale and we accepted an offer on 8/24. Thank you in advance.	Community Development - Planning: Project Site Maps	Completed	Community Dev	9
57	PRA-2025-00339	8/21/2025	Good afternoon, We would like to review all records (current and historical) relating to hazardous materials, fire incidents and methods/materials used to extinguish, underground storage tanks (USTs), violations, and soil/groundwater investigation reports associated with the following, if available: 7151 Camino Arroyo Drive Gilroy, Santa Clara County, California 95020 APN: 841-18-060	Community Development - Fire: Hazardous Material	Completed	Community Dev	4

	A	B	C	D	E	F	G
58	PRA-2025-00338	8/21/2025	<p>Pursuant to the California Public Records Act (Government Code, Division 10, §§ 7920.000 et seq.)</p> <p>The Data Branch is hereby submitting a public records request for purchasing data. Specifically, we request a spreadsheet or equivalent file containing all purchase orders issued between January 1, 2021, and the present.</p> <p>Scope of Request:</p> <p>We are seeking all purchase orders issued by any and all departments, divisions, or teams under your city/town/municipality, including (but not limited to) general administration, public works, parks and recreation, public safety, finance, IT, and education (if applicable).</p> <p>If a centralized report is not available, we are happy to accept:</p> <ul style="list-style-type: none"> •Department-level or segmented purchasing data •Any readily available reports, •Or records grouped by department, if that is how they are stored. <p>Requested Details (if readily accessible):</p> <ul style="list-style-type: none"> •Purchase order number (or equivalent) •Purchase date •Vendor ID or name •Department or issuing entity (if available) •Line item description •Quantity •Unit price •Total price <p>Preferred Format & Delivery:</p> <p>We understand systems vary and that a spreadsheet export from your ERP system is often the most accessible. However, we are happy to accept:</p> <ul style="list-style-type: none"> •Spreadsheet (preferred) 	Other	Completed		7
59	PRA-2025-00337	8/20/2025	<p>Hello, I am interested in any documentation pertaining to 6601 Cameron Blvd (APN: 841-84-009). Thank you.</p>	Community Development - Building: Building Permits	Completed	Community Dev	14
60	PRA-2025-00336	8/20/2025	<p>I am looking for any records pertaining to USTs, ASTs, or hazardous materials that are associated with the following address: 6601 Cameron Boulevard (APN: 841-84-009)</p>	Community Development - Fire: Underground Storage Tank (UST)	Completed	Community Dev	6

	A	B	C	D	E	F	G
			<p>Good afternoon Brad,</p> <p>Pursuant to the California Public Records Act, I respectfully request access to and copies of the following public records related to SCRWA:</p> <ol style="list-style-type: none"> 1.The 1967 Joint Exercise of Powers Agreement between Gilroy and Morgan Hill 2.The 1992 Revised Joint Powers Agreement creating SCRWA 3.Documentation of the San Martin Trunk Line, including: <ul style="list-style-type: none"> oConstruction records (pre-1990) oAs-built drawings oService area maps showing connections 4.Records from 1990-2001 documenting: <ul style="list-style-type: none"> oProperties served outside Gilroy city limits oSewer connections in the Thomas Road area oSewer connections in the North Mesa area oFlow allocation agreements 5.NPDES Permit CA0049964 and related documentation showing service areas <p>I am willing to pay reasonable duplication costs. Please provide records in digital format if available.</p> <p>Thank you for your assistance.</p>				
61	PRA-2025-00335	8/19/2025		Other	Completed		16

	A	B	C	D	E	F	G
62	PRA-2025-00334	8/19/2025	<p>Good afternoon,</p> <p>Pursuant to the California Public Records Act, I respectfully request access to and copies of the following public records:</p> <p>1.As-built drawings and construction plans for: 1.Water mains installed along Thomas Road (1970-2000) 2.Sewer mains installed along Thomas Road (1970-2000) 3.Water/sewer infrastructure serving the North Mesa area (1970-2000) 4.Any 12-inch, 24-inch, or 30-inch mains serving these areas</p> <p>2.Capital Improvement Project documentation from 1970-2000 related to: 1.Water/sewer main extensions beyond city limits 2.Infrastructure projects serving unincorporated areas 3.Joint infrastructure projects with Morgan Hill or SCRWA 3.Engineering reports or studies documenting: 1.Water system hydraulic analyses showing service to out-of-boundary areas 2.Sewer capacity studies including unincorporated service areas 3.Infrastructure master plans showing service beyond city limits 4.Maps showing water/sewer service areas as they existed in: 1.1980 2.1990 3.2000</p> <p>Please provide records in digital format if available. I am willing to pay reasonable duplication costs. Please notify me if costs will exceed \$100.</p> <p>Thank you.</p>	Other	Completed		15

	A	B	C	D	E	F	G
63	PRA-2025-00333	8/18/2025	<p>Good afternoon,</p> <p>Pursuant to the California Public Records Act, I respectfully request access to and copies of the following public records:</p> <ol style="list-style-type: none"> 1.City Council minutes, resolutions, and ordinances from 1970-2000 that reference, approve, or authorize: <ul style="list-style-type: none"> oWater and/or sewer service to properties outside city limits oOut-of-boundary service agreements or policies oService to the Thomas Road corridor area (particularly APNs 808-21-002, 808-21-003, 808-21-004, 808-21-023) oService to the North Mesa area (particularly APNs 808-25-001 through 808-25-005, 808-22-005, 808-22-009 through 808-22-011) 2.Utility billing records or customer account documentation from 1990-2001 showing: <ul style="list-style-type: none"> oActive water/sewer accounts for properties in the Thomas Road corridor oActive water/sewer accounts for properties in the North Mesa area oAny out-of-boundary service accounts 3.Water and Sewer Master Plans from the 1980s and 1990s, including any updates or amendments 4.Annexation studies or Urban Service Area documentation from 1970-2001 referencing the Thomas Road or North Mesa areas <p>I am willing to pay reasonable duplication costs for these records. If any portion of this request is denied, please provide the specific legal authority for the denial. Please notify me if the estimated costs will exceed \$100.</p> <p>Thank you.</p>	<p>City Clerk: Ordinances</p>	<p>Completed</p>	<p>City Clerk</p>	<p>11</p>

	A	B	C	D	E	F	G
64	PRA-2025-00332	8/18/2025	<p>Subject: Request for Building Permit Documentation</p> <p>To Whom It May Concern,</p> <p>My name is Teresa Darias, and I am requesting a copy of the building permit for an Accessory Dwelling Unit (ADU) located at {REDACTED}. The permit was granted and approved in 1986.</p> <p>Please note, the permit may have been issued under the name of my late mother, Lydia Darias, who was the previous owner of the property prior to my inheritance.</p> <p>I would greatly appreciate your assistance in locating this documentation or directing me to the appropriate department or process.</p> <p>Thank you for your time and assistance.</p> <p>Sincerely, Teresa Darias</p>	Community Development - Building: Building Permits	Completed	Community Dev	11
65	PRA-2025-00331	8/18/2025	<p>I would like to request a copy of the most recent building permit plans on file for {REDACTED}, specifically for any tenant improvements.</p>	Community Development - Building: Building Permits	Completed	Community Dev	11

	A	B	C	D	E	F	G
66	PRA-2025-00330	8/18/2025	<p>SmartProcure is submitting a public records request to the City of Gilroy for any and all purchasing records from 5/21/2025 to current. The request is limited to readily available records without physically copying, scanning, or printing paper documents. Any editable electronic document is acceptable.</p> <p>The specific information requested from your record-keeping system is:</p> <ol style="list-style-type: none"> 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 <p>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.</p> <p>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.</p> <p>https://upload.smartprocure.com/?id=c2RqPWEyYlZQMDAwMDAwZWkzNVlBQSZzdD1DQSZvcmc9Q2l0eU9mR2lscm95Jm9yZ2lkPTUzMzk%3D</p>	Finance: Expense Reports	Completed	Finance	10
67	PRA-2025-00329	8/13/2025	<p>My Clients, {REDACTED}, were involved in a motor vehicle accident at approximately 4:30 p.m. on May 30, 2025 at/along/in the intersection of Dunlap Avenue and Ferguson Road in Gilroy, CA (Zip Code 95020). CHP responded to the scene (CHP Report #9725-2025-00742). {REDACTED} was operating a 2025 Hyundai Palisade and {REDACTED} was in the front passenger seat. We believe Gilroy FD (Cal Fire reported that Gilroy FD - 43010) responded to the subject scene. As such, I am requesting any and all incident reports, medical records, emergency care reports, 911 audio calls, and all other related documents, pertaining to this motor vehicle accident.</p>	Fire: Incident Reports (Medical)	Completed	Fire	1

	A	B	C	D	E	F	G
68	PRA-2025-00328	8/13/2025	<p>SmartProcure is submitting a public records request to the Gilroy Fire Department for any and all purchasing records from 4/24/2025 to current. The request is limited to readily available records without physically copying, scanning, or printing paper documents. Any editable electronic document is acceptable.</p> <p>The specific information requested from your record-keeping system is:</p> <ol style="list-style-type: none"> 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 <p>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.</p> <p>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.</p> <p>https://upload.smartprocure.com/?id=c2RqPWEyYlZQMDAwMDAwZUN5aVlBRSZzdD1DQSZvcmc9R2lscm95RmlyZURlcGFydG1lbnQmb3JnaWQ9MjcZnzk0</p>	Other	Completed		1

	A	B	C	D	E	F	G
			<p>SmartProcure is submitting a public records request to the Gilroy Police Department for any and all purchasing records from 5/12/2025 to current. The request is limited to readily available records without physically copying, scanning, or printing paper documents. Any editable electronic document is acceptable.</p> <p>The specific information requested from your record-keeping system is:</p> <ol style="list-style-type: none"> 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 <p>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.</p> <p>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.</p> <p>https://upload.smartprocure.com/?id=c2RqPWEyYlZQMMDAwMDAwZUN5aFIBRSZzdD1DQSZvcm c9R2lscm95UG9saWNlRGVwYXJ0bWVudCZvcmdpZD0yNDI2OTk%3D</p>				
69	PRA-2025-00327	8/13/2025		Other	Completed		6
70	PRA-2025-00326	8/12/2025	Please provide asbuilt plans for the construction of Thomas Road and Babbs Creek Road. This may have been done with the Vineyards Unit 1 Subdivision in 1996? I would like to see the intersection and the frontage of Thomas Rd at lot 1, 2 & 20 of tract 8663 (the Vineyards Unit No. 1)	Other	Completed		14
71	PRA-2025-00325	8/11/2025	<p>Hello,</p> <p>My name is Fong Vang, and I am an inspector with the California Energy Commission. We are requesting a copy of your incident report related to the fire that occurred at the Calpine Gilroy Cogeneration Project site, located at 1400 Pacheco Pass Highway, Gilroy, CA.</p> <p>Thank you for your assistance.</p>	Fire: Incident Reports (Fire)	Completed	Fire	2
72	PRA-2025-00324	8/11/2025	TEST	Other	Completed		0

	A	B	C	D	E	F	G
73	PRA-2025-00323	8/11/2025	July 22 2025. 101 Magic Spring Rd event number C252030109	Community Development- Housing and Community Development: Housing and Community Services	Completed	Community Dev	14
74	PRA-2025-00322	8/11/2025	<p>Pursuant to the California Public Records Act California Government Code § 7923.610, I am requesting access to and copies of the following records: Booking data and related records held by the from the date range of . If available, please include the following for each record:</p> <p>A. B. C.The full name and occupation D. of every individual arrested by the agency. E. F. G. H.The individual's physical description I. including date of birth, color of eyes and hair, sex, height, and weight. J. K. L. M.The time and date of arrest. N. O. P. Q.The time and date of booking. R. S. T. U.The location of the arrest. V. W.</p>	Other	Completed		9

	A	B	C	D	E	F	G
75	PRA-2025-00321	8/7/2025	All Notices to Comply, Inspection Report, complaints by tenants, photos, Hearing Notes, Hearing Recordings, Correspondence between the agency and the landlord, or any Code Enforcement Records Available and more for ALL UNITS from 2015 - Present.	Community Development - Code Enforcement: Boarded up, vacant or inhabitable properties with code enforcement violations	Completed	Community Dev	12
76	PRA-2025-00320	8/7/2025	All Notices to Comply, Inspection Report, complaints by tenants, photos, Hearing Notes, Hearing Recordings, Correspondence between the agency and the landlord, Rent records, Any Code enforcement request and more for ALL UNITS from 2015 - Present. Address: {Redacted}	Other	Canceled		
77	PRA-2025-00319	8/7/2025	Structure fire - detached garage	Fire: Incident Reports (Fire)	Completed	Fire	1
78	PRA-2025-00318	8/6/2025	6881 Cameron Boulevard, Gilroy, Santa Clara County, California 95020 - Hazardous materials permitting - Records of soil/groundwater/subsurface investigation - Hazardous materials release incident and cleanup/oversight records	Community Development - Fire: Files Regarding Environmental Conditions of a Property	Completed	Community Dev	12
79	PRA-2025-00317	8/6/2025	Looking to review for fire suppression methods related to any fire incidents.	Fire: Incident Reports (Fire)	Completed	Fire	2
80	PRA-2025-00316	8/6/2025	6881 Cameron Boulevard, Gilroy, Santa Clara County, California 95020 Records for any USTs, permitting for installation/removal, unauthorized release forms	Community Development - Fire: Underground Storage Tank (UST)	Completed	Community Dev	12
81	PRA-2025-00315	8/6/2025	6881 Cameron Boulevard, Gilroy, Santa Clara County, California 95020 Looking to review - Permits for construction - Demolition permits - General list of permit history (excel summary will work).	Community Development - Building: Building Permits	Completed	Community Dev	12

	A	B	C	D	E	F	G
82	PRA-2025-00314	8/6/2025	An electronic document which lists all vendor payment transactions for calendar year 2024. Examples of a report would be a warrant or checkbook register report or purchase order payment report. We would accept any existing document which lists the vendor names, check number and/or check date, and total payment amount(s). Please notify of any fee amount prior to processing this request.	Finance: Expense Reports	Completed	Finance	9
83	PRA-2025-00313	8/4/2025	Hello, I would like to request a listing of new businesses that filed in the City of Gilroy for the months of May through July of 2025. Information including: Business name, business address, contact name, business phone number, and date that the business was filed. (All contact info you're able to provide.) Thank you!	Other	Completed		3
84	PRA-2025-00312	8/4/2025	I am performing a Phase I Environmental Site Assessment for the property at 7648 Monterey Road (historically 248 N Monterey). The ASTM Practice E1527-21 Standard Practice of Environmental Site Assessments requires that a records search be conducted with local regulatory departments for information regarding the property. Of particular interest from the city are the following items: <ul style="list-style-type: none"> •Record violations or complaints registered against the subject property •Record of any Activity Use Limitations (AULs) in connection with the property. AULs are typically in place at sites which would prevent future uses of a property. Of particular interest from the fire department/community development are the following items: <ul style="list-style-type: none"> •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. Inspection records I did perform the permit search online. Please call (623-696-5620) or email (shenzi@birchwoodenvironmental.com) me to discuss the file information or if you require further information. Thank you for your time and attention regarding this matter.	Other	Completed		2

	A	B	C	D	E	F	G
85	PRA-2025-00311	8/4/2025	<p>Subject: Public Records Request – 7216 Egleberry St, Gilroy, CA 95020</p> <p>Hello,</p> <p>I hope this message finds you well. I am interested in purchasing the property located at {REDACTED}, and would like to request public records and information related to the property. I am requesting the following:</p> <p>The square footage of all permitted living spaces The number of bedrooms and bathrooms The lot size A copy or summary of the permit history, including any issued, expired, finalized, or outstanding permits Any documentation regarding code violations, including the resolution of any prior code enforcement cases Any open or unresolved violations, red tags, or notices of violation Any other information that you may deem helpful for my quest</p> <p>If there are fees associated with fulfilling this request, please let me know in advance. Electronic records are preferred, if available.</p> <p>Thank you in advance for your help.</p> <p>Best regards, Lili Tseng {REDACTED}</p>	Community Development - Building: Building Permits	Completed	Community Dev	11

	A	B	C	D	E	F	G
86	PRA-2025-00310	8/4/2025	<p>We are conducting research on solar activity in the U.S. and would like access to the following data for the date range (7/1/2025 to 7/31/2025):</p> <ul style="list-style-type: none"> - Issued Residential and Commercial Solar (photovoltaic - PV) permits - Issued Residential and Commercial Energy Storage System permits <p>The following are the important data points:</p> <ul style="list-style-type: none"> • Permit number • Permit status • Permit address • Contractor • Issue date • Application date • Final / Completion date • Permit type • Sub-type • Valuation • Work description • Storage/Battery Manufacturer Name. <p>If you do not have separate categories for solar or storage, please provide all building and electrical permits.</p> <p>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.</p>	Community Development - Building: Building Permits	Completed	Community Dev	9
87	PRA-2025-00309	7/31/2025	<p>Please be advised, this firm has been retained to represent the subrogation interest of State Farm, the property insurer for {Redacted}, with respect to a fire loss that occurred on or about July 2, 2025, at the Insured's property located at {Redacted}</p>	Fire: Incident Reports (Fire)	Completed	Fire	0
88	PRA-2025-00308	7/31/2025	<p>Hello, I also need to request any records associated with the removal of underground tanks located at: 6484 Automall Parkway, Gilroy, CA. APN: 841-150-69. *Same property as previous request (6490 Chestnut Street - aka Automall Pkwy). Thanks! Judy</p>	Community Development - Fire: Underground Storage Tank (UST)	Completed	Community Development - Fire	6

	A	B	C	D	E	F	G
89	PRA-2025-00307	7/31/2025	<p>Hello, Do you have closure documentation for the removal of underground storage tanks located at: 6490 Chestnut Street (aka Automall Pkwy), Gilroy, CA. Thanks! Judy</p>	Community Development - Fire: Underground Storage Tank (UST)	Canceled	Community Development - Fire	
90	PRA-2025-00306	7/30/2025	<p>record for {Redacted}</p> <p>To who it may concern, I hope this message finds you well. I am asking for the Public Record of any information that may help two of the residents that were staying at this address as a proof of what happened. They were out of town working when code enforcement came by and where unable to get their belongings till Sunday which have left them with some of their belongings to go missing that includes their personal documents. A proof of the eviction will help a lot to get their documents expedited. They understand that their belongs missing is nothing to do with the city or police depart.</p> <p>Thank you, Maria Yaneth Ortega</p>	Community Development - Code Enforcement: Boarded up, vacant or inhabitable properties with code enforcement violations	Completed	Community Development - Code Enforcement	16
91	PRA-2025-00305	7/30/2025	<p>Site: 5895 Obata Way, Gilroy, CA 95020, APN: 84176008. I hereby request copies of all building permits and certificates of occupancy for the above address.</p>	Community Development - Building: Building Permits	Completed	Community Development - Building	13
92	PRA-2025-00304	7/30/2025	<p>Site: 5895 Obata Way, Gilroy, CA 95020, APN: 84176008. ESS requests the following information concerning the subject address which the public works department may have on file:</p> <ol style="list-style-type: none"> 1. copies of applications and permits for industrial waste discharge; 2. copies of any and all violations concerning industrial waste discharge; 3. copies of all information regarding the installation of a clarifier at the site; and 4. all inspection records for the site. 	Other	Completed		14

	A	B	C	D	E	F	G
93	PRA-2025-00303	7/30/2025	<p>Site: 5895 Obata Way, Gilroy, CA 95020, APN: 84176008.</p> <p>ESS requests the following information concerning the subject address which the fire department may have on file:</p> <ol style="list-style-type: none"> 1. utilization, manufacture, storage, or discharge of hazardous materials/waste. 2. previous or on-going site investigations/remediations pertaining to hazardous materials/waste. 3. hazardous materials disclosures concerning the site. 4. information regarding underground storage tanks present or previously found at the site. 5. information regarding applications and permits for industrial waste discharge. 6. copies of any and all violations concerning industrial waste discharge. 	Other	Completed		5
94	PRA-2025-00302	7/30/2025	<p>Hello,</p> <p>I am requesting the fire incident report and fire investigation report, along with any available photographs, for the incident that occurred on July 6th, 2025, at 951 1st St, Gilroy, CA 95020. If you have any information regarding where I can access these records, please let me know.</p> <p>Additionally, if you could confirm the date of the incident or the address for my records, I would greatly appreciate it, as it would assist me in maintaining accurate records. Thank you.</p>	Fire: Incident Reports (Fire)	Completed	Fire	1
95	PRA-2025-00301	7/29/2025	<p>I need all information for {Redacted} death 1966. He was murdered or committed suicide they said. This took place in Gilroy on a ranch.</p> <p>He is my grandma's father. Please send informational copies to my email. Anything having to do with him.</p> <p>Signed Robert baron</p>	Other	Completed		0
96	PRA-2025-00300	7/29/2025	<p>I would like to request a copy of the most recent building permit plans on file for 838 First Street, specifically for any tenant improvements.</p>	Community Development - Building: Building Permits	Completed	Community Development - Building	4
97	PRA-2025-00299	7/28/2025	<p>Hello,</p> <p>I am reaching out to get a license copy for account #16623609. Any help doing so would be great.</p> <p>Thanks,</p>	Finance: Business Licenses	Completed	Finance	1

	A	B	C	D	E	F	G
98	PRA-2025-00298	7/28/2025	<p>My name is Isabel Scott. I am a Master's of Urban Planning & Design Student at the University of Georgia. I am completing my master's practicum on the following question (note: this is not my request; this question is just listed for context):</p> <p>"How Might Large-Scale, Master-Planned, Multi-Use Properties be Planned, Designed, and Developed Adjacent to California High Speed Rail Stations so as to Generate Maximum Value for All Stakeholders?"</p> <p>In light of this, I would like to make a Public Records Act request for records that you have concerning Gilroy Station. This should include the following:</p> <ul style="list-style-type: none"> - Any and all current plans for planning, design, and/or development of the station and any parcels within 3000 feet of the station (including diagrams of proposed plans, land uses, intended zoning, etc). - Any and all site analysis reports for the stations or adjacent parcels - Any and all communications, discussions, or dealings made with external developers interested in developing on the station or on any parcel within 3000 feet of the station (including rezone petitions, special use permits, and direct communications, to the extent permissible under California and Federal law). - Any and all plans for you (or any governmental unit under you) to acquire the station's parcel or any other parcels within 3000 feet. - Any and all plans for you (or any governmental unit under you) to sell the station's parcel or any other parcels within 3000 feet. - Any and all surveys, reports, and analyses of residents/constituents for the purpose of developing the station or any other parcels within 3000 feet. - Any other information that is pertinent to the planning, design, and/or development of the station and/or any parcels within 3000 feet of said station. 	Community Development - Planning: Planned Projects	Completed	Community Development - Planning	2
99	PRA-2025-00297	7/24/2025	<p>Non-medical response, spill response, hazardous materials response, records pertaining to installation and/or removal of AST or USTs, and drawings or surveys depicting locations of well and septic systems for APN 84133009 and 84133010 in Gilroy, Santa Clara County, California.</p>	Community Development - Fire: Files Regarding Environmental Conditions of a Property	Completed	Community Development - Fire	4

	A	B	C	D	E	F	G
100	PRA-2025-00296	7/23/2025	<p>I am a criminal investigator with the Santa Clara County District Attorney Office assigned to the Human Trafficking Task Force. I am conducting an investigation which involves the {Redacted}. I'm conducting an investigation into potential commercial sex violations being conducted through the business. I would like to request any/all business licensing application information to include application for massage establishment permit, message establishment employee list, payment methods/receipts, municipal business license copy, proof of message therapy council certificates, personal identifications such as images of driver license or passport, and any copies of digital or hard copy correspondence surrounding the business application process. If any of the information listed above needs a formal search warrant request due to policies or procedures, please let me know.</p>	Finance: Business Licenses	Completed	Finance	6
101	PRA-2025-00295	7/23/2025	<p>request access to and copies of the following public records:</p> <p>INFRASTRUCTURE PLANNING DOCUMENTS:</p> <ul style="list-style-type: none"> • 1993 Water System Master Plan for the City of Morgan Hill • 1993 Sewer Master Plan for the City of Morgan Hill • 2002 Sewer Master Plan (Carollo Engineers revision) • Infrastructure Installation Records from 1968-1989 (Public Works Department) • Water Distribution System Maps showing installation dates • Sewer Collection System Maps showing installation dates <p>SERVICE AREA DOCUMENTATION:</p> <ul style="list-style-type: none"> • As-built drawings for water/sewer infrastructure on Condit Avenue/Road, East Main Avenue, and Casa Lane area with installation dates • Out-of-agency water and sewer service connection records (1968-1989) • Complete list and records of all 296 out-of-agency water service connections referenced in LAFCO's 2011 Countywide Water Service Review • Holiday Lake Estates utility connection records and permits • Holiday Lake Estates utility billing records from initial service through 2001 • Building permits for properties on Casa Lane (1950s-1970s) <p>ADMINISTRATIVE RECORDS:</p> <ul style="list-style-type: none"> • City Council meeting minutes from 1993 referencing sewer and water plan adoption • City Council resolutions/ordinances approving utility extensions (1968-2001) • 1967 Joint Exercise of Powers Agreement between Morgan Hill and Gilroy including all exhibits and amendments • Documentation of 1967 Morgan Hill-Gilroy JPA trunk sewer construction records • Policy CP-96-03 and all related documents 	Other	Completed		13

	A	B	C	D	E	F	G
102	PRA-2025-00294	7/22/2025	Request for {Redacted} Need copy of most recent roof permit for insurance purposes.	Community Development - Building: Building Permits	Completed	Community Development - Building	10
103	PRA-2025-00293	7/21/2025	Interested to purchase this property at {Redacted}, need to find out any building permit for it	Community Development - Building: Building Permits	Completed	Community Development - Building	11
104	PRA-2025-00292	7/21/2025	Interested to purchase this 5 units apartment , 7487 Rogers Lane, Gilroy CA 95020, need any code violation for this property.	Community Development - Code Enforcement: Code Enforcement Violations	Completed	Community Development - Code Enforcement	1
105	PRA-2025-00291	7/21/2025	I need any and all the information for 1355 1st St., Gilroy, CA 95020 specifically I would like to know what building information is recorded permits inspections on that permit like utilities, sewer, storm, drain, etc. I know it's an incomplete permit, but I'd like to know what was inspected and completed. I called for USA to come out and mark everything PG&E mark their stuff but there's no city sewer or storm drain marked, but I know the storm drains in because I ran a camera through it, but I cannot find the sewer so I'm trying to get any information I can on the sewer system because there's also a rerouting on the print we have about the existing building in front of us because their sewer lateral ran under the corner of our slab and down the alleyway to Kelton	Community Development - Building: Building Permits	Completed	Community Development - Building	8
106	PRA-2025-00290	7/21/2025	I am looking for the fire sprinkler calculations and drawing/submittal from my original House construction. I have an ADU that I am building currently and need to add 2 new sprinklers so I need the original calculations in order to know what the system is demanding and how the demand adds to the system are gonna affect it so I can create a new submittal And pass the permitting process for interior, rough in plumbing	Community Development - Fire: CERS Records	Completed	Community Development - Fire	11

	A	B	C	D	E	F	G
107	PRA-2025-00289	7/21/2025	<p>Hi Gilroy Planning Department,</p> <p>Under the California Public Records Act (Gov. Code § 6250 et seq.), I am requesting access to any records related to SB9 lot split or urban lot development applications submitted or approved within your jurisdiction between January 2022 and the present.</p> <p>If possible, please include:</p> <ul style="list-style-type: none"> - Parcel addresses - Permit or application numbers - Approval status (approved, denied, pending) - Submission and decision dates <p>Digital format (PDF, spreadsheet, or similar) is preferred, and I am happy to pay any reasonable copying or processing fees to fulfill this request.</p> <p>Please let me know if any clarification is needed. Thank you in advance for your time and assistance.</p>	Community Development - Planning: Planned Projects	Completed	Community Development - Planning	8
108	PRA-2025-00288	7/17/2025	<p>I am doing a Phase I Environmental Site Assessment on 641 Old Gilroy Street in Gilroy and am requesting CUPA, CERS, hazardous material and underground storage tank records.</p>	Community Development - Fire: Files Regarding Environmental Conditions of a Property	Completed	Community Development - Fire	7
109	PRA-2025-00287	7/17/2025	<p>I am doing a Phase I Environmental Site Assessment on 641 Old Gilroy Street in Gilroy and am requesting copies of building permits.</p>	Community Development - Building: Building Permits	Completed	Community Development - Building	8

	A	B	C	D	E	F	G
110	PRA-2025-00286	7/17/2025	<p>Request a copy of your building permit records from June 01, 2025, to present. Please include any fields that your permitting system tracks. This includes but is not limited to:</p> <ul style="list-style-type: none"> -Permit Number -Applied/Issued Dates -Work Address -Permit Type -Permit Status -Description of the work being done -Contractor and Architect Details -Job Valuations <p>Please note: The preferred file type is a searchable PDF, the same format you provided in our previous request.</p>	Community Development - Building: Building Permits	Completed	Community Development - Building	8
111	PRA-2025-00285	7/16/2025	<p>We would like to review all records (current and historical) relating to hazardous materials, underground storage tanks (USTs), violations, and soil/groundwater investigation reports associated with the following, if available: Northeast Corner of East Luchessa Avenue and Jamieson Way Assessor Parcel Number (APN): 84173005</p>	Other	Completed		9
112	PRA-2025-00284	7/16/2025	<p>Can you provide me the Pinnacle, Builders Remedy pre-annexation agreement that is located in unincorporated are of Santa Clara County and any supporting information such as staff reports etc.</p> <p>Thank you,</p>	Community Development - Planning: Planned Projects	Completed	Community Development - Planning	0
113	PRA-2025-00283	7/16/2025	<p>I am requesting the business license and all other documents and filings for A Jays Cheesesteaks Gilroy at 1340 1st Street Suite E in Gilroy CA. My name is {Redacted}. Please send all licenses, filings, etc. that you have for my business A-Jays Cheesesteak located at that address I provided.</p> <p>Thank you.</p>	Finance: Business Licenses	Completed	Finance	7
114	PRA-2025-00282	7/16/2025	<p>Hi there, Can I please have a copy of the application and site plan for the proposed New commercial development consisting of a restaurant, fuel station, and hotel at 900 Pacheco Pass Hwy with Project Numbers AS 25-02, TM 25-01 APN 841-70-014.</p> <p>Thank you so much!</p>	Community Development - Planning: Planned Projects	Completed	Community Development - Planning	2

	A	B	C	D	E	F	G
115	PRA-2025-00281	7/15/2025	<p>The address is 1355 1st St., Gilroy Please send me any in all records regarding 1355 1st St. in Gilroy I would like all information on the property inspection records and the utilities that are already there. I have located some utilities. I had a USA ticket pulled on the place and everybody identify their stuff, but I'm having a hard time finding the sewer lines the blueprint I have seen show the sewer lines going to Kelton, but nobody identified them when I pulled the USA ticket</p>	Community Development - Building: Building Permits	Completed	Community Development - Building	10
116	PRA-2025-00280	7/15/2025	<p>Please provide me with Residential Building Permit info for: 1-ALL New SFD's issued permits 2-ALL residential additions, remodels exceeding \$500,000 in job value 3-ALL ADU's, Swimming Pool projects AND Outdoor Kitchens, Fire Pits, BBQ's etc. 4-from MAY 31st 2025, through June 30th 2025</p> <p>Information Desired: Jobsite Address Job Value Description of Project Sqft of Living Space Date Permit Issued Owner info Builder info Architect info</p>	Community Development - Building: Building Permits	Completed	Community Development - Building	3
117	PRA-2025-00279	7/15/2025	<p>I would like all permits for {Redacted}. APN#790-34-003. Thanks!</p>	Community Development - Building: Building Permits	Completed	Community Development - Building	3
118	PRA-2025-00278	7/14/2025	<p>Hi, my name is Marty Martinez I am the homeowner at {Redacted}. I am reaching out to figure out what forms I would need to complete and who I would need to send those to in order to access my home blueprints I'm specifically looking for my fire sprinkler drawings and submittals so that I can get those updated for a new addition that I'm working on. Please feel free to give me a call back at {Redacted} at your earliest convenience and we can go over that process. Thank you for your support and assistance with this matter.</p>	Community Development - Building: Building Permits	Completed	Community Development - Building	4

	A	B	C	D	E	F	G
			<p>Hi,</p> <p>I hope you are doing well. Under the California Public Records Act (Government Code § 7920.000 et seq.), I'm writing to request a list of all arrest records from the year 2024.</p> <p>Specifically, I am seeking the following details for each arrest:</p> <p>Name Date of Arrest Incident or Case Number Charges</p> <p>If available, please also include (optional but helpful): Gender Age Ethnicity Type of Use of Force used in Arrest</p> <p>I'm happy to receive the records in any format that's convenient for you (PDF, CSV, XLSX, etc.), though a spreadsheet format is preferred.</p> <p>This request is for non-commercial use. If any portion of the request is denied, please cite the specific exemption and provide information on the appeal process as required by law.</p> <p>Thank you for your time and assistance. Please feel free to reach out with any questions.</p> <p>Best regards, Jim Francis {Redacted}</p>				
119	PRA-2025-00277	7/14/2025	{Redacted}	Other	Completed		0
120	PRA-2025-00276	7/14/2025	{Redacted}: As-builts of residence, specifically structural plans for Existing rear cantilevered balcony remove and replace of Dry Rot structural members for reference.	Community Development - Building: Building Permits	Completed	Community Development - Building	10
121	PRA-2025-00275	7/14/2025	Looking for any UST/AST/Hazardous Materials permits/files for the site at 7110 Camino Arroyo in Gilroy. Thank you!	Community Development - Fire: CUPA Records	Completed	Community Development - Fire	3
122	PRA-2025-00274	7/10/2025	I am requesting any building permit records for {Redacted} for the rear yard ADU/Accessory building. I would also like to know the setback requirements from 1993-2006, or the setback requirement of when they got the building permit for the back structure.	Community Development - Building: Building Permits	Completed	Community Development - Building	8

	A	B	C	D	E	F	G
123	PRA-2025-00273	7/10/2025	<p>City of Gilroy Community Development Department 7351 Rosanna Street Gilroy, California 95020</p> <p>Reference: Days Inn Gilroy 8292 Murray Avenue Gilroy, California 95020 Project Number: 25-501601.2</p> <p>Dear Freedom of Information Officer:</p> <p>Partner Science and Engineering is conducting a Property Condition Assessment of the aforementioned property. As part of a property assessment, we wish to determine whether government agencies possess records on the subject property that may include potential concerns. We request information on the following:</p> <ul style="list-style-type: none"> •The current zoning designation of the subject property and when it received this designation •The zoning designation of the subject property prior to receiving the current designation •Are there any violations or discrepancies regarding the current zoning? <p>If you have any questions, please call me at 925-404-9256. If you have no information on the property, please fill in the box below and return email at mlafferty123@gmail.com.</p> <p>Sincerely,</p>	Other	Completed		12

	A	B	C	D	E	F	G
124	PRA-2025-00272	7/10/2025	<p>FOIA Officer City of Gilroy Fire Department 7070 Chestnut Street Gilroy, California 95020 Reference: Days Inn Gilroy 8292 Murray Avenue Gilroy, California 95020 Project Number: 25-501601.2 Dear FOIA Officer;</p> <p>Partner Engineering and Science, a national Real Estate Due Diligence Firm, is preparing a Property Condition Report on the above-named development for a financial services client. In accordance with rules and regulations of conventional Freedom of Information Act provisions, we are requesting the following information to include in our report.</p> <p>1.Are there any current fire department violations against the property? <input type="radio"/> Yes <input type="radio"/> No</p> <p>(If Yes, please provide details below or by attachment)</p> <p>2.How frequently is the property inspected by the fire department? <input type="radio"/> During construction activity <input type="radio"/> To investigate a citizen complaint <input type="radio"/> Annually <input type="radio"/> Never <input type="radio"/> Other (describe)</p>	Community Development - Fire: Fire Inspection	Completed	Community Development - Fire	0

	A	B	C	D	E	F	G
125	PRA-2025-00271	7/10/2025	<p>FOIA Officer City of Gilroy Building Division 7351 Rosanna Street Gilroy, California 95020 Reference: Days Inn Gilroy 8292 Murray Avenue Gilroy, California 95020 Project Number: 25-501601.2 Dear FOIA Officer;</p> <p>Partner Engineering and Science, a national Real Estate Due Diligence Firm, is preparing a Property Condition Report on the above-named development for a financial services client. In accordance with rules and regulations of conventional Freedom of Information Act provisions, we are requesting the following information to include in our report.</p> <p>1.Are there any current building department violations against the property?0 Yes 0 No</p> <p>(If Yes, please provide details below or by attachment)</p> <p>2.How frequently is the property inspected by the building department? 0 During construction activity 0 To investigate a citizen complaint 0 Annually 0 Never 0 Other (describe)</p>	Community Development - Building: Building Permits	Completed	Community Development - Building	8
126	PRA-2025-00270	7/10/2025	House fire in 2nd bathroom	Fire: Incident Reports (Fire)	Completed	Fire	12
127	PRA-2025-00269	7/10/2025	Prior building permits for 737 la paloma way showing easements at the time of construction.	Community Development - Building: Building Permits	Completed	Community Development - Building	8
128	PRA-2025-00268	7/9/2025	<p>I'd like to identify the Structural Engineer associated with the construction of my home: 7241 Eagle Ridge Drive, Gilroy, CA 95020.</p> <p>Past attempts at getting structural plans from the City have been unsuccessful. I'm hoping that if I can identify the Structural Engineer associated with the construction then I can reach out to them directly. Thank you.</p>	Community Development - Building: Building Permits	Completed	Community Development - Building	9

	A	B	C	D	E	F	G
129	PRA-2025-00267	7/8/2025	<p>The City of Gilroy Attn: Public Records Act Requests 7351 Rosanna Street Gilroy, CA 95020 Submitted online through Streamline portal</p> <p>Re: Request for Records under the California Public Records Act CAL FIRE Local 2881 No.: 5424</p> <p>To Whom It May Concern:</p> <p>This letter is a request for information under the California Public Records Act ("CPRA"). Pursuant to Article I, Section 3(b) of the California Constitution and the California Public Records Act (Government Code section 6250 et seq.).</p> <p>DEFINITIONS The following definitions apply to the information requested in this CPRA request:</p> <ol style="list-style-type: none"> 1. "South County Fire District" as used herein refers to South Santa Clara County Fire District, and any other name, formal or informal, and acronym by which it may be known or referred to, including but not limited to South Santa Clara County Fire Protection District, South County Fire District, Fire District, SSCCFD, SCCFPD, and SSFD. 2. "County Fire" as used herein refers to Santa Clara County Central Fire Protection District, and any other name, formal or informal, and acronym by which it may be known or referred to, including but not limited to County Fire, CNT, and CCFD. 3. "CAL FIRE" as used herein refers to the California Department of Forestry and Fire Protection. 4. The term "Cooperative Agreement" as used herein refers to the Cooperative Fire Programs Fire Protection Reimbursement Agreement (Agreement Number: 1CA06233) between the South Santa Clara County Fire District and the California Department of Forestry and Fire Protection (CAL FIRE). 5. The term "Communications" as used herein refers to any information conveyed by one or more 	Other	Pending Document Release		14
130	PRA-2025-00266	7/8/2025	<p>Property has 2 structures on it. The front structure sustained major damaged to the interior bedrooms, bathrooms, living rooms and kitchen. FD was on scene and told homeowner (Adolfo Rodriguez) that fire was electrical.</p> <p>I am representing the homeowners insurance and I am requesting a copy of the incident and investigative report please.</p>	Fire: Incident Reports (Fire)	Completed	Fire	2
131	PRA-2025-00265	7/2/2025	Need report for legal reasons	Fire: Incident Reports (Fire)	Completed	Fire	0
132	PRA-2025-00264	7/1/2025	Fire in backyard	Fire: Incident Reports (Fire)	Completed	Fire	2
133	PRA-2025-00263	7/1/2025	Fire was located at storage container at parking lot, we need report for legal reasons	Fire: Incident Reports (Fire)	Completed	Fire	0

	A	B	C	D	E	F	G
134	PRA-2025-00262	7/1/2025	<p>We are conducting research on solar activity in the U.S. and would like access to the following data for the date range (6/1/2025 to 6/30/2025):</p> <ul style="list-style-type: none"> - Issued Residential and Commercial Solar (photovoltaic - PV) permits - Issued Residential and Commercial Energy Storage System permits <p>The following are the important data points:</p> <ul style="list-style-type: none"> • Permit number • Permit status • Permit address • Contractor • Issue date • Application date • Final / Completion date • Permit type • Sub-type • Valuation • Work description • Storage/Battery Manufacturer Name. <p>If you do not have separate categories for solar or storage, please provide all building and electrical permits.</p> <p>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.</p>	Community Development - Building: Building Permits	Completed	Community Development - Building	6
135	PRA-2025-00261	7/1/2025	<p>the detail permits of Address: 40 Hornlein ct, Gilroy, CA 95020. Specifically permit number: B9700131 , date:05/27/97, description: B,E,M,P/Restaurant T.I. and. Permit number: 04030009 , date: 03/26/04, description: B,E,M,P/ Alteration/ Restaurant T.I./ cut window openings/New hood, remodel counter, relocate Grill & oven in kitchen. If possible , please provide statement of work and detail drawings what has been changed</p>	Community Development - Building: Building Permits	Completed	Community Development - Building	7

Report Request	January	February	March	April	May	June	July	August	September	October	November	December
Citizen Request	68	117	64	77	67	97	73	60	98	64	25	38
Insurance Requests	73	47	57	37	73	89	58	64	53	61	51	47
Background Checks	91	114	108	94	116	87	81	119	107	117	112	72
Clearance Letters	1	2	0	1	0	2	1	1	1	0	4	3
Arrest Log	22	20	21	21	23	20	22	22	20	23	20	20
Subpoena Duces Tecum	0	0	2	0	0	0	0	0	1	0	0	2
Other CPRA Requests	1	2	2	0	0	0	0	0	1	0	0	1
Total of CPRA requests	256	302	254	230	279	295	235	266	281	265	212	183
Agency Requests (Not CPRA)	115	76	126	127	131	105	105	124	84	88	104	88
Victim Witness Requests (Not CPRA)	23	25	52	28	37	36	52	35	24	31	34	38
Total of ALL requests	394	403	432	385	447	436	392	425	389	384	350	309

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.crimographics.com/>

Report Request	January	February	March	April	May	June	July	August	September	October	November	December
Citizen Request	55	78	74	102	90	27	46	50	38			
Insurance Requests	27	13	14	16	11	2	71	37	30			
Background Checks	107	63	108	96	112	87	86	80	134			
Clearance Letters	0	0	6	0	4	1	0	4	1			
Arrest Log	23	20	21	22	22	21	23	21	22			
Subpoena Duces Tecum	1	2	0	1	0	1	0	4	5			
Other CPRA Requests	1	4	2	0	1	7	2	7	2			
Total of CPRA requests	214	180	225	237	240	146	228	203	232	0	0	0
Agency Requests (Not CPRA)	97	141	87	99	86	63	77	47	80			
Victim Witness Requests (Not CPRA)	18	31	7	27	29	50	30	49	37			
Total of ALL requests	329	352	319	363	355	259	335	299	349	0	0	0

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.

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