



Town of Apple Valley

A Better Way of Life

July 25, 2019

VIA EMAIL

gregraven@mac.com

Greg Raven
20258 US Hwy 18 Ste. 430-513
Apple Valley, CA 92307

RE: Public Records Act Request NO. 2019-292 - Received July 24, 2019

Dear Mr. Raven:

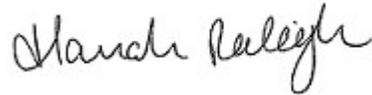
On July 24, 2019, the Town of Apple Valley received your two separate requests for records under the California Public Records Act (PRA) (Gov. Code §§ 6250 – 6276.48). Please be advised that the two requests received have been combined into one request. Also, please be advised town staff will require time to verify each line item and the follow up items specified after the initial response. The Town may take an extension of the standard 10-day time period provided under the PRA for making its determination on a request for records. Regarding your request, the Town is taking this time extension pursuant to Government Code Section 6253, subdivision (c), which states in part:

“..In unusual circumstances, the time limit prescribed in this section may be extended by written notice by the head of the agency or his or her designee to the person making the request setting forth the reasons for the extension and the date on which a determination is expected to be dispatched. No notice shall specify a date that would result in an extension for more than 14 days. When the agency dispatches the determination, and if the agency determines that the request seeks disclosable public records, the agency shall state the estimated date and time when the records will be made available. As used in this section, ‘unusual circumstances’ means, but only to the extent reasonably necessary to the proper processing of the particular request: ... (2) The need to search for, collect, and appropriately examine ... distinct records that are demanded in a single request.”

In accordance with the above quoted section of the PRA, please be advised that this letter serves as written notice that the Town of Apple is taking an extension and will provide the documents to you no later than Thursday **August 8, 2019**.

Please be assured that Town staff members will make every effort to respond effectively to your request.

Sincerely,

A handwritten signature in black ink that reads "Hannah Raleigh". The signature is written in a cursive, flowing style.

Hannah Raleigh
Administrative Assistant
Records Management