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Public Record Requests

City of Lake Stevens

Request Visibility:  Unpublished

Request 24-942 Open



Dates


Received


June 12, 2024 via web

Requester

 Heather Kelly

 pnwresearch24@gmail.com

 100 NW 79th St., Seattle, WA, 98111-2728

 4155161201

Invoices

No invoices due

Staff assigned

Departments

Police

Point of contact

Brittany Ryan

Request

Under the Washington Public Records Act, §42.56 et seq., I am requesting any/all of the following records from the Lake Stevens Police Department:

- 1) A list of all vehicle pursuit incidents that your agency was involved in from 2019 through 2023, as a line-level data extract from your records management system (RMS), including incident date, report number, and any/all other RMS data fields that are not required to be redacted by law;
- 2) Policy manuals, rules, and regulations for your agency relating to vehicle pursuits, including record-keeping and data collection on pursuits, that were in effect between 2019 and 2023;
- 3) Summaries of vehicle pursuit data...

[Show more](#)

Timeline

Documents

 **Message from requester** 

Requester + Staff

Hello!

Thanks so much for your update and question. I think your suggestion makes sense - to provide all pursuit-related policies at specific points in time rather than all 142 versions of the manual. But is there a reason you're suggesting Jan.

1 and Dec. 31? Are the policies automatically updated when the calendar year changes?

My thought is that I'd like the policies in 6-month increments, so perhaps Jan. 1 and July 1? Let me know if that works for you or if you have another suggestion, since you know whether there's a regular point in the year when the policies are revised.

Best,

Heather

June 17, 2024, 3:49pm by the requester



Message to requester



Requester + Staff

Dear Ms. Kelly,

The city received your request for public records on June 12, 2024, for several items regarding pursuits.

At this time, we are providing a first installment and seeking clarification. It is critical for our search process that we are given guidance from you on what records are desired.

2) Policy manuals, rules, and regulations for your agency relating to vehicle pursuits, including record-keeping and data collection on pursuits, that were in effect between 2019 and 2023;

Since 2019 we have made various updates and released our policy manual 142 times. The system does not keep track of which policies within the manual were updated for the different releases.

Are you wanting to receive 142 versions of the manual or the pursuit policy for January 1 and December 31

of each year (2019 through 2023) for comparison?

3) Summaries of vehicle pursuit data for your agency, such as what may be contained in internal and/or external publications (annual reports, newsletters, presentations to government officials, etc.) produced between 2019 through 2023.

Our OPS Review Packets are being provided to you covering the years 2019-2023 with no exemptions or redactions taken.

We request you respond to our request for clarification by **June 20, 2024**, so we may best direct our search efforts.

The city is still in the process of locating, reviewing and processing records that may be responsive to your request. Pursuant to RCW 42.56.520 the city requires additional time to process your request.

We anticipate second installment by **Friday, July 5th.**

If you have any questions, please contact our office at 425-622-9401 during normal business hours or by responding to this email.

Sincerely,

Records Division

Lake Stevens Police Department

June 17, 2024, 7:26am by Staff



Document(s) released to requester

Requester + Staff

2019_2021 OPS Review.pdf

2021_2023 OPS Review.pdf

2020_2022 OPS Review.pdf

June 17, 2024, 7:26am by Staff



Message to requester



Requester + Staff

The City received your request for public records today and will respond as required by RCW 42.56.520, within five business days.

In calculating the five business days, the following are not counted: the day the City receives the request, Saturdays, Sundays and holidays. RCW 1.12.040. See also WAC 44-14-03006. If the request is received by the City after City business hours, the request shall be deemed to have been received by the City on the next business day.

A response may be (a) providing the records, (b) providing a link to records available on line, (c) providing a reasonable estimated date of when the records will be available, (d) requesting clarification, or (e) denial of the request.

June 12, 2024, 11:19am



Department assignment

Public

Police

June 12, 2024, 11:19am by the requester



Request opened

Public

Request received via web

June 12, 2024, 11:19am by the requester