

W060476-060724 - Other Public Records

Message History (8)

✉ On 6/26/2024 2:20:08 PM, City of Kent - Public Records Center wrote:

Subject: Other Public Records Updated :: W060476-060724

Body:

06/26/2024

Re: Public Records Request, dated 6/7/2024 File #W060476-060724 for Other Public Records Matter – Full Response Completed, File Closed

Dear Heather Kelly:

On 6/7/2024, you submitted a public records request to the City of Kent wherein you sought:

Under the Washington Public Records Act, §42.56 et seq., I am requesting any/all of the following records from the Kent 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 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.

On 06/12/2024 you were provided with installment #1.

As of 06/26/2024, the City has made available the records responsive to your request. In producing these records, the City made a reasonable search to locate responsive records based on the description you provided in your request.

The fee to obtain copies of the responsive records has been waived.

The records are available at the City's on-line Public Records Center. You may access the records by following the below link and instructions:

1. <https://www.kentwa.gov/city-hall/city-clerk/public-records-center>
2. Click on "My Request Center"
3. Click on "View My Requests"
4. Login to your account, click "Submit"
5. Click on the File # for this request.
6. The electronic records are available in the "Files" window.

The Public Records Act one-year statute of limitations to seek judicial review has started to run and the City does not intend to further address this request.

To seek internal review of any denials of requests, please refer to the City of Kent Public Records Policy 1.5 located at Kentwa.gov/prr.

This letter is to confirm completion of your request and to advise the City is closing its file. If you have any questions regarding the closing of this request, or believe responsive records have not been provided, please contact the City Clerk within 30 calendar days at 253-856-5725.

Thank you.

Sincerely,

Tiffany Alcorn

Tiffany Alcorn
CPRO - Lead Public Disclosure Administrator

Office of the City Clerk
Kim Komoto, City Clerk
220 Fourth Avenue South
Kent, WA 98032
253-856-5725

← On 6/12/2024 3:45:01 PM, Heather Kelly wrote:

TO: "City of Kent - Public Records Center"[Kent@mycusthelp.net]
No problem! I figured there was some glitch, so I'm glad I asked. Thank you, Tiffany!
On Wed, Jun 12, 2024 at 3:35 PM City of Kent - Public Records Center wrote:

✉ On 6/12/2024 3:35:02 PM, City of Kent - Public Records Center wrote:

Subject: Other Public Records Updated :: W060476-060724

Body:

Heather,

I apologize, when I turned them customer facing it did not save. They should be there now.

Thanks for letting me know.

Tiffany

← On 6/12/2024 3:03:53 PM, Heather Kelly wrote:

Hello,

I received a message saying that the first installment of records was ready, but when I clicked on the file it was just a copy of my own request. I wanted to follow up and see if there are any records ready.

Thanks,

Heather

✉ On 6/12/2024 7:06:01 AM, City of Kent - Public Records Center wrote:

Subject: Other Public Records Updated :: W060476-060724

Body:

City Clerk
Kimberley A. Komoto
City Clerk
2204th Avenue South
Kent, WA 98032
Fax: 253-856-6725
PHONE: 253-856-5725

06/12/2024
Heather Kelly
100 NW 79th St.
Seattle, WA 98117

Re: Public Records Request, dated 6/7/2024 File #W060476-060724 for Other Public Records

Matter – Installment # 1 - Records Available; Installment #2- Additional Time Needed to Respond

Dear Heather Kelly:

On 6/7/2024, you submitted a public records request to the City of Kent wherein you sought records for: Under the Washington Public Records Act, §42.56 et seq., I am requesting any/all of the following records from the Kent 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 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.

The City of Kent has completed Installment #1 of records relating to the above-referenced public records request, subject to any subsequent clarification that may have been obtained.

The fee to obtain copies of the responsive records has been waived.

The records are available at the City's on-line Public Records Center. You may access the records by following the below link and instructions:

1. <https://www.kentwa.gov/city-hall/city-clerk/public-records-center>
2. Click on "My Request Center"
3. Click on "View My Requests"

4. Login to your account, click "Submit"

5. Click on the File # for this request.

6. The electronic records are available in the "Files" window.

In accordance with the City's Public Records Request Policy located on the City's website; copied records, or records gathered for inspection, will be available to the requester for 30 calendar days from the date of the City's notification to the requester that the records are available. If a requester fails to retrieve or inspect the responsive records within that 30-day period, the records request will be deemed abandoned, the records will be returned to the originating department, and the City will close the request. If the records were produced as an installment response under section 1.5.3.4.C, the requester's failure to retrieve or inspect an installment will result in the City discontinuing its search for any remaining records, closing the entire records request.

We are continuing to process responsive records for Installment #2. The City currently estimates it will be able to provide responsive records, either on an installment basis or in total in approximately **25** business days or less.

If you are not able to access the records at the Public Records Center, or if you have any questions, please contact the City Clerk's Office at 253-856-5725.

Thank you.

Sincerely,

Tiffany Alcorn

Tiffany Alcorn
CPRO - Lead Public Disclosure Administrator

City of Kent Administration

Arthur "Pat" Fitzpatrick, Chief Administrative Officer

✉ On 6/7/2024 1:14:01 PM, City of Kent - Public Records Center wrote:

Subject: Other Public Records Updated :: W060476-060724

Body:

06/07/2024

Re: Public Records Request, dated 6/7/2024 File #W060476-060724 for Other Public Records Matter – Extension of Time Needed to Respond

Dear Heather Kelly:

On 6/7/2024, you submitted a public records request to the City of Kent wherein you sought records for: Under the Washington Public Records Act, §42.56 et seq., I am requesting any/all of the following records from the Kent 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 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.

This information is not being sought for commercial purposes. The Washington Public Records Act requires a response to this request be made within five (5) business days. If access to the records I am requesting will take longer than this amount of time, please contact me with information about when I might expect copies or the ability to inspect the requested records.

The City advised you it anticipated responding to your request within 5 business days. The City now needs to extend this estimate; and currently estimates it will be able to provide responsive records, either on an installment basis or in total in approximately **17** business days or less.

This additional time is necessary due to current staffing levels, current volume of public record requests received; locating and assembling the requested records; if necessary notifying any third parties who may be affected by the request; and to determine whether any of the information contained within the requested records is exempt from disclosure, in whole or in part.

If you have any questions, please contact the City Clerk's Office at 253-856-5725.

Thank you.

Sincerely,

Tiffany Alcorn

Tiffany Alcorn
CPRO - Lead Public Disclosure Administrator

City of Kent Administration
Arthur "Pat" Fitzpatrick, Chief Administrative Officer

✉ On 6/7/2024 9:40:12 AM, City of Kent - Public Records Center wrote:

Dear Heather Kelly:

Thank you
for your interest in public records of the City of Kent. Your request has been received and is being processed. Your request was received in this office on 6/7/2024 and given the reference number W060476-060724 for tracking purposes.

Pursuant to RCW 42.56, this response acknowledges receipt of your request for public records. The City estimates it will provide a further response within 5 business days with a determination regarding disclosure, denial, or if an exemption to disclosure can be established. The City reserves the right to extend this time frame if necessary.

Records Requested: Incident/Case Report

Your request will be forwarded to the relevant city department(s) to locate the records you seek, and then determine the volume and any costs associated with satisfying your request. The City will contact you about the availability of the records or provide copies of the records responsive to your request.

You can monitor the progress of your request at the link below. You will receive an email notification when your request has been completed. Again, thank you for using the Public Records Center.

City of Kent

Track the issue status and respond at:

https://cityofkent.mycusthelp.com/WEBAPP/_rs/RequestEdit.aspx?rid=60476

 On 6/7/2024 9:40:12 AM, Heather Kelly wrote:

Request Created on Public Portal