

REQUEST FOR RECORDS LOG 2015

Date Rec'd	Request Number	Requestor	Department	Cost to Prepare Response
4/20/2015	106	K. Brogan	<p>Finance/PIO/Town Manager & Municipal Operations –</p> <p>1. All invoices from Best Best & Krieger LLP for work performed relating to Apple Valley Ranchos from May 30, 2010 through and including January 1, 2011; 2. To the extent not already produced, all invoices from Best Best & Krieger LLP for work performed relating to Apple Valley Ranchos from January 1, 2011 to present; 3. To the extent not already produced, all invoices from consultants or experts relating to work performed relating to Apple Valley Ranchos from January 1, 2011 to present; 4. All complete appraisal reports by Hayward Consulting Group of Apple Valley Ranchos; 5. All appraisal reports of any appraisers of any and all assets of Apple Valley Ranchos; 6. All correspondence and emails mentioning or relating to Apple Valley Ranchos from January 1, 2010 to present; 7. The request for proposal relating to public relations services for the Town of Apple Valley's acquisition of Apple Valley Ranchos,</p> <p>all responses to that request for proposal, all contract(s) for public relations services relating to or supporting the Town of Apple Valley's acquisition of Apple Valley Ranchos, including but not limited to the development and content of the website http://avh2ours.com/, and all invoices related thereto; and 8. All correspondence and emails between employees or agents of the Town of Apple Valley, on the one hand, and any firm providing public relations services supporting the Town of Apple Valley's acquisition of Apple Valley Ranchos, including but not limited to the development and content of the website http://avh2ours.com/. Requestor K. Brogan (dlt)</p>	12,400
1/21/2015	18	BB&K/Hill Farrer & Burrill	Finance (Marc Puckett) & IS – Deposition Subpoena re: Missoula v. Mountain Water Company. Please see physical documents for lengthy description. Requestor BB&K /Hill Farrer & Burrill (dlt)	9,440

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1/21/2015	19	BB&K/Hill Farrer & Burrill	Finance (Dennis Cron) & IS – Deposition Subpoena re: Missoula v. Mountain Water Company. Please see physical documents for lengthy description. Requestor BB&K /Hill Farrer & Burrill (dlt)	9,440
1/22/2015	21	G. Brodeur	Finance – Costs associated with feasibility studies and the Blue Ribbon Water Committee, (consultants, legal, etc.); how much was spent on the acquisition effort in 2014; how much is projected to be spent in 2015; and how much are increasing water rates cost the TOAV. Requestor G. Brodeur (dlt)	200
4/13/2015	93	L. Lee	Finance/PIO – Backup documentation, invoices, contracts and prior expenditures, warrants, electronic transfers, and appurtenant records supporting and/or related to: Warrant #110475 dated 2/6/15 to Hayward Consulting Group for “contract for appraisal services” in the amount of \$45,089.88 on the Town Council agenda for action on 4/14/15, Warrant #110498 dated 2/9/15 to BB&K ICO American Express for “Trademark” services in the amount of \$149,644.79 on the Town Council agenda for action on 4/14/15, Warrant #110504 dated 2/9/15 to Daily Press ICO American Express for “ADS” services in the amount of \$8,583.98 on the town Council agenda for action on 4/14/15, adopted, Town of Apple Valley Budget for Fiscal Years 2008-2009, Contract with True North Research, invoices and payments for phone survey report of August, 2014 related to the takeover of Apple Valley Ranchos Water Company, and contract with 20/20 Network dated 2/24/15, and invoices and payment to date for Public Relations services. Requestor L. Lee (dlt)	720

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Date Rec'd	Request Number	Requestor	Department	Cost to Prepare Response
5/11/2015	130	L. Lee	Town Clerk – Copy of March 24, 2015 and April 28, 2015 Town Council Meetings. Requestor L. Lee (dlt)	180
7/13/2015	194	L. Lee	Finance – Copies of 1) All bank or financial institution statements from July 1, 2014 to current date for the Town of Apple Valley, the Apple Valley Community Resource Foundation, the Apple Valley Redevelopment Agency, the Apple Valley Redevelopment Successor Agency, the Apple Valley Redevelopment Obligation Retirement Fund, the Victor Valley Economic Development Authority, the Apple Valley Golf Course (Deposit and A/P Accounts), the various money market and certificates of deposit and any other entities which contain public funds, including, but not limited to, those accounts at Union Bank, U.S. Bank, Desert Community Bank, LAIF, First Empire Securities, Inc., and Mutual Securities, Inc. and 2) All warrants, wire transfers and/or electronic fund transfers, invoices and backup documents from July 1, 2014 to current date for all credit, and/or debit cards, issued to and for the Town of Apple Valley, the Apple Valley Community Resource Foundation, the Apple Valley Redevelopment Agency, the Apple Valley Redevelopment Successor Agency, the Apple Valley Redevelopment Obligation Retirement Fund, the Victor Valley Economic Development Authority, and the Apple Valley Golf Course, and any other entities for which credit accounts are utilized, including, but not limited to, cards such as Visa, MasterCard, Discover, American Express, PayPal and eCheck. Requestor Leane Lee (dlt)	3,100

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7/24/2015	206	L. Lee	Finance/Town Clerk – 1) American Computer Services (ACS), contract, including all amendments, extensions, exhibits, invoices and warrants for services for fiscal year 2013-2014 and 2014-2015, with backup documentation; 2) All mailed and published notices for user fee rate increases on wastewater and solid waste from fiscal year 2011-2012 to current date; 3) All wastewater and solid waste lien entries for accounts payable and accounts receivable, including the journal entries for Fiscal Year 2013-2014 and 2014-2015 along with back up documentation and authorizations; and 4) All wastewater and solid waste bad debt entries for accounts payable and accounts receivable, including the journal entries for Fiscal Year 2013-2014 and 2014-2015 along with backup documentation and authorizations. Requestor L. Lee (dlt)	4,600 Approx.
8/4/2015	217	L. Lee	Records/All Departments – Monthly status reports by each department of the Town and the monthly status report to Town Council related to the budget and status of expenditures for the month of July 2015 of fiscal year 2015-2016, including, but not limited to, all reports, correspondence, memos, emails of staff and council related to the monthly status reports. Requestor L. Lee	620
8/4/2015	218	L. Lee	Records/Finance/PIO/Town Council/Staff – Eldorado Broadcasting, contract, including all amendments, extensions, exhibits, invoices and warrants for services for fiscal year 2014-2015 and 2015-2016, with backup documentation, including, but not limited to, electronic, hard copy, to include emails of staff and elected officials, to and from each other, and any other persons or entities, including the text and audio, of all advertising up to and including those records available on the date of the Town of Apple Valley actually produces records in response to this request. Requestor L. Lee (dlt)	480 (Approx)

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Date Rec'd	Request Number	Requestor	Department	Cost to Prepare Response
4/21/2015	107	D. Mueller	Finance/Town Manager & Municipal Operations – Copies of documents and emails between the Apple Valley Ranchos Water Company and the town which involve the Apple Valley Golf Course water wheeling deal, copies of the termination memos, letters and/or emails and copies of any documents that relate to how much water was wheeled to the Ranchos. Requestor D. Mueller (dlt)	550
5/4/2015	121	D. Mueller	Municipal Ops/Finance – Copy of correspondence terminating the two (2) Tariff Deviation Agreements for James Woody and AVGC. Requestor D. Mueller (dlt)	60
5/11/2015	128	D. Mueller	Finance – Please see lengthy RDA records request for details. Requestor D. Mueller (dlt)	450
6/25/2015	178a	D. Mueller	Finance – Copies of billing Statements submitted by AVRWC for water usage at all Town of Apple Valley Parks, Apple Valley Golf Course and any other billed location in TOAV for Calendar Year 2013; Copy of budget page identifying new Toro Lawnmower in the 2015-2016 budget; and documentation that supports the loans made from the TOAV to the RDA that Finance sought reimbursement for from the DOJ. Requestor D. Mueller (dlt)	1,230
7/13/2015	193	D. Mueller	TM/ATMs D. Cron & M. Puckett – Reports that would indicate total town water usage in either acre feet or gallons for each year (2013-present) and the total dollar amounts spent by the town for all water usage each year from 2013 to present. This request includes e-mails between the council, town staff, the town manager and/or the assistant town managers, that might discuss this issue and the policy the town has, or will have, to meet the SWRCB requirement to reduce water usage by 25%. Copies of invoices for any town property that is serviced by Golden State Water Company for the year 2013. Requestor D. Mueller (dlt)	610

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5/1/2015	120	G. Raven	Records – Copy of PowerPoint presentation from April 28, 2015 Special Meeting. Requestor G. Raven (dlt)	40
1/5/2015	5	A. Rice	Planning- Copy of record identifying how many mailers were sent to the residents affected by GPA # 2013-12 ZC # 2013-01. Requestor A. Rice (ca)	40
1/5/2015	6	A. Rice	Finance - Copy of record outlining payments made for CY 2013-2014 to the following media outlets: Apple Valley News, Adelanto Bulletin, County Local Reporter, Hesperia Resorter. Requestor A. Rice (ca)	30
4/21/2015	108	A. Rice	Finance/Town Manager & Municipal Operations – 1. Copy of 2014 TOAV (letter/bulletin /announcement) solicitation of proposed work/contract for Appraisal services; 2. Copy of David Hayward Consulting Group’s proposal/bid including references for Appraisal of other water companies work experiences having been performed in the last 10 years; 3. Copy of contract/agreement including purpose of contract, statement of work, methods to be used, legal basis, price and retention amounts, reports required and completion date; and 4. Copy of preliminary report and/or details regarding calculation of discount cash flow method and its components of AVRW EBITDA (Earnings before Interest, Taxes, Depreciation, and Amortization) and the Capitalization Rate used in this Appraisal Methodology. Requestor A. Rice (dlt)	400

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5/26/2015	145	A. Rice	Finance – Copy of the following warrants to include date, payee, description, and amount: Sept 2014 - 108466, 108548, 108581, 108663; Oct 2014 108862, 109119, 109191, 109192; Nov 2014 109317, 109390, 109470; Dec 2014 109718, 109755, 109898, 109777, 109756; Jan 2015 110062 thru 110155 (94 warrants: No data, Missing Pages); Feb 2015 110478, 110486, 110501, 110548, 110568. Requestor A. Rice (dlt)	210
6/28/2015	145a	A. Rice	Finance – Copy of the following warrants to include date, payee, description, and amount: Sept 2014 - 108466, 108548, 108581, 108663; Oct 2014 108862, 109119, 109191, 109192; Nov 2014 109317, 109390, 109470; Dec 2014 109718, 109755, 109898, 109777, 109756; Feb 2015 110478, 110486, 110501, 110543, 110548, 110568. Requestor A. Rice (dlt)	185

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5/26/2015	146	A. Rice	Finance – RE: David Hayward contract: payment (warrant) doc with approval signature and backup invoices for (1) \$10K wire transfer, (2) \$13K warrant payment including signatures and invoices, (3) \$17K warrant payment with signatures and invoices. Requestor A. Rice (dlt)	140
6/30/2015	181	A. Rice	Finance – Copy of Com'l Warrants missing from Dec 2014 schedule and all their backup documentation: 109847 109848 109849 109850 109851 109852 109853 109854 109855 109856 109857 109858 109859 109860 109861 109862 109863 109864 109865 109866 109867 109868 109869 109870 109871 109872 109873 109874 109875 109876 109877 109878 109879 109880 109881 109882 109883 109884 109885 109886 109887 109888 109889 109890 109891 109892 109893. Requestor A. Rice (dlt)	405
7/7/2015	187	A. Rice	Town Clerk - Copy of initial study for scoping meeting of July 7, 2015 re: acquisition of AVR and mailing distribution list. Requestor A. Rice (dlt)	60
7/15/2015	196	A. Rice	HR - Copy of TOAV Personnel Policy and Procedure Manual, Benefit Plan, Salary Schedule and Classification. Requestor A Rice (amr)	60
7/15/2015	197	A. Rice	Records/Finance - Copy of page C-6 of 2-10-15 Agenda and Copies of Warrant Nos 109847-109893. Requestor A Rice (amr)	130
7/28/2015	207	A. Rice	Finance – Copy of warrants, invoices and backup documentation for the following: 107318, 107822, 107837, 109317, 109470, 109847 thru 109852, 109990, 110071 thru 110077, 110083 thru 110094, 111181, 111248 thru 111252. Requestor A. Rice (dlt)	140

Total Requests 27

Total Cost 45,920