



Office of Business Services
Felipe R. Lopez
Vice President of Business Services / Assistant
Superintendent

January 30, 2023

VIA E-MAIL ONLY

apark0006@student.cerritos.edu

Amy Parker

Re: California Public Records Act Request

Dear Ms. Parker,

This correspondence constitutes the Cerritos Community College District's ("District") response to your California Public Records Act ("CPRA") request received by the District via email on January 20, 2023.

You requested the following:

".... please give me all the logs you have available."

Under the CPRA, a "public record" is defined as, "any writing containing information related to the conduct of the people's business prepared, owned, used, or retained by any state or local agency regardless of physical form or characteristics." (Government Code § 6252(e)).

The Cerritos Community College District ("District") has determined that your request identify public records in the possession of the District. (Government Code section 6253, subsection (c)).

However, due to the complexity of the logs and volume of information that must be sorted through, which fall within the scope of your request, the District will require a 14-day extension pursuant to California Government Code section 6253(c) to determine if responsive records exist, and if any of those records are exempt from disclosure. We anticipated that the records will be available by Friday February 10, 2023.

Please feel free to contact me if you have any questions regarding the above.

Sincerely,

Felipe R Lopez, MBA
Vice President of Business Services/
Assistant Superintendent

Cerritos Community College District

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