| 2023 Public Records Statistical Report  Requests Closed |                                   |   |                             |                              |                         |                 |            |   |                       | Ī                 |                        |
|---|-----------------------------------|---|-----------------------------|------------------------------|-------------------------|-----------------|------------|---|-----------------------|-------------------|------------------------|
| Period  | Total New<br>Requests<br>Received | Requests<br>Carried<br>Over from<br>Previous<br>Quarter | Total<br>Requests<br>Closed | Sent Responsive<br>Documents | No Records<br>Available | Requests Denied | Withdrawn/ | Response Times (not including withdrawn/closed for non-payment) |                       |                   | Requests<br>Pending at |
|   |                                   |   |                             |                              |                         |                 |            | ≤ 10 bus.<br>days   | 11-20<br>bus.<br>Days | > 20 bus.<br>Days | End of Quarter         |
| 1st Quarter (January 1-<br>March 31)                    | 23                                | 1   | 22                          | 16                           | 5                       | 0               | 1          | 20  | 2                     | 0                 | 2                      |
| 2nd Quarter (April 1 -<br>June 30)                      | 28                                | 2   | 28                          | 25                           | 2                       | 0               | 1          | 26  | 1                     | 1                 | 2                      |
| 3rd Quarter (July 1-<br>September 30)                   | 26                                | 1   | 25                          | 22                           | 3                       | 0               | 0          | 24  | 1                     | 0                 | 2                      |
| 4th Quarter (October 1<br>- December 31)                |                                   |   |                             |                              |                         |                 | _          |   |                       |                   |                        |
| Total for 2023  | 77                                | 4   | 75                          | 63                           | 10                      | 0               | 2          | 70  | 4                     | 1                 | 6                      |