

Richard Latker & Andrae Holsey

**PO Box 191
Hollidaysburg, PA 16648**

June 28, 2023

**Linda Rickens Schellhammer
Open Records Officer, City of Altoona
1301 12. St, Suite 100
Altoona, PA 16601**

Open Records Request

Dear Ms. Schellhammer:

Pursuant to the Right-to-Know Law, 65 P.S. § 67.101 *et seq*, we request and require the following public records, in native digital format where possible, within five business days:

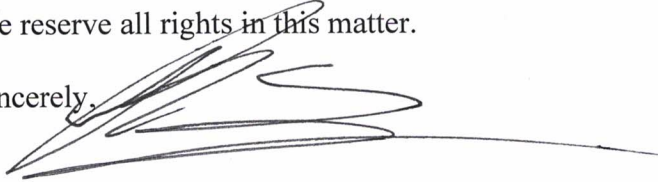
- A. Any and all records of complaints mentioning the property at 1331 12th Ave., Altoona, PA 16601 (The Gable's Building), submitted to the City of Altoona or any subordinate agencies or departments, dated between January 1, 2018 and June 28, 2023.
- B. All site reports mentioning the property at 1331 12th Ave., Altoona, PA 16601 — including but not limited to reports on structural engineering, electrical, plumbing, masonry, and hazardous-materials abatement — held by the City of Altoona and subordinate agencies or departments, dated between January 1, 2018 and June 28, 2023.
- C. All internal correspondence, public notices, meeting minutes, memos or reports mentioning the property at 1331 12th Ave., Altoona, PA 16601, involving officials and/or staff at the following entities:
 - City of Altoona Planning Commission
 - City of Altoona Code Enforcement
 - Office of the City Manager
 - Office of the Altoona Fire Marshal.
 - Office of the Altoona Water Authority
- D. All records pertaining to any meeting held after January 1, 2022 attended by any City of Altoona official, ABCD CEO Steve McKnight and “Ricky” Yadwinder Singh Dod, discussing or addressing the property at 1313 12th St, including but not limited to:
 - All internal and external correspondence mentioning the above meeting, whether in digital format (eg, emails with recipient lists) or hard copy (eg, notes and letters).
 - A list of attendees of the meeting, or any records reflecting or containing the names of attendees.

- Agendas, minutes and/or audio and/or video recordings taken at the above meeting.
- Records of any and all decisions, records of deliberations, or other outcomes from the above meeting described in writing.

We will not oppose a 30-day extension, provided the time is used for a good-faith search for responsive records. We will not contest lawful redactions specified under 65 P.S. § 67.708. We undertake to pay reasonable expenses incurred in fulfilling this request.

We reserve all rights in this matter.

Sincerely,



Richard Latker
703 Allegheny St, Hollidaysburg, PA



Andrae Holsey
1033 2nd Ave, Altoona, PA 16602