
Request for Records under the Virginia Freedom of Information Act

Skinner, Steven R. – Council Chief of Staff Office <Steven.Skinner@rva.gov>
To: Josh Stanfield <jstanfield@gmail.com>

Tue, Jul 16, 2024 at 1:53 PM

Josh Stanfield – You are very welcome :) Happy to update estimate with narrowed scope and provide an updated estimated advance cost determination for the requested refined undertaking, as provided for under the Virginia Freedom of Information Act, which would include making reasonable charges, not to exceed the actual cost incurred in accessing, duplicating, supplying, and searching for any responsive record/document. In conservatively estimating the undertaking for what would be required for thoroughly searching per the request spanning the provided timeline/members/staff during that duration, a conservative updated determination is \$223.30, which, due to the potential amount of work required, the final cost could likely be greater, possibly lesser.

Also, due to potential and/or updated scope, variables, and coordinated effort involved and required for undertaking, pending any additional clarifications and actual work required for accessing, searching, duplicating, and supplying any responsive requested records, including working with multiple staffs, systems, scheduling, accounts, working with the Richmond Department of Information Technology, as/if needed for requesting, creating, producing, and providing databases and/or files for accessing, searching, duplicating, and supplying, and due diligence provided for by the Virginia Freedom of Information Act, and any required/needed review and/or legal assistance of the Richmond Office of the City Attorney (for which costs of which cannot be determined at this time), it is likely it would not be practically possible to provide records that are responsive to your request, if they exist, or determine if such are available within five-work-day period and an additional seven work days would be required. It also is likely that, due to the size of the undertaking, such would require additional practicable time to accomplish, per variables, specifications, scheduling, staffing, etc., which we would be happy to discuss moving forward. Also, if it would be helpful, please let us know if there is a specific record or records that you could identify that you are wishing.

As a next step, as provided for by the Virginia Freedom of Information Act, please send an advance deposit in the amount above, which would be credited to the final cost, noting the request, payable to the City of Richmond (Re: Richmond City Council VFOIA records Search Request), to Steve Skinner, RE: VFOIA Records request, Richmond City Council Office of Council Chief of Staff, Richmond City Hall, 900 E. Broad Street, Suite 300, Richmond, Virginia 23219.

Hope this is helpful. Please also let how I can be of further assistance.

steve

Steven R. Skinner (he/him)

Council Public Information Manager

RICHMOND CITY COUNCIL

OFFICE OF COUNCIL CHIEF OF STAFF

From: Josh Stanfield <jstanfield@gmail.com>
Sent: Friday, July 12, 2024 11:11 AM
To: Skinner, Steven R. – Council Chief of Staff Office <Steven.Skinner@rva.gov>
Subject: Re: Request for Records under the Virginia Freedom of Information Act

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Hi Mr. Skinner.

I don't find this price reasonable...though it's definitely on brand for Richmond. To make it simple: please provide the April 3, 2024 email from hmhyfoundation@gmail.com to the Councilwoman with the subject "Budget Concern."

Since it can't possibly take you more than a couple of minutes to pull this record and send it to me, and since it's not conceivably covered by any sort of privilege, I hope there won't be any charges involved.

Thanks,

Josh Stanfield
208 Crestwood Court
Yorktown, Va. 23692

On Fri, Jul 12, 2024 at 9:28 AM Skinner, Steven R. – Council Chief of Staff Office <Steven.Skinner@rva.gov> wrote:

Josh Stanfield – Thank you very much, yes very much and I hope you and yours did too and that your summer is going great :) We are happy to assist and provide an estimated advance cost determination for the requested undertaking, as provided for under the Virginia Freedom of Information Act, which would include making reasonable charges, not to exceed the actual cost incurred in accessing, duplicating, supplying, and searching for any responsive record/document. In conservatively estimating the undertaking for what would be required for thoroughly searching per the request spanning the provided timeline/members/staff during that duration, a conservative determination is \$467.82, which, due to the potential amount of work required, the final cost could likely be greater, possibly lesser.

Also, due to the potential scope, variables, and coordinated effort involved and required for undertaking, pending any additional clarifications and actual work required for accessing, searching, duplicating, and supplying any responsive requested records, which would include working with multiple staffs, systems, accounts, the Richmond Department of Information Technology if/as needed for requesting, creating, producing, and providing databases and/or files for accessing, searching, duplicating, and supplying, and due diligence provided for by the Virginia Freedom of Information Act and any required/needed review and/or legal assistance of the Richmond Office of the City Attorney (for which costs of which cannot be determined at this time), it is likely it would not be practically possible to provide records that are responsive to your request, if they exist, or determine if such are available within a five-work-day period and an additional seven work days would be required. It also is likely that, due to the size of the undertaking, such would require additional practicable time to accomplish, per variables, specifications, scheduling, staffing, etc., which we would be happy to discuss moving forward. Also, if it would be helpful, please let us know if there is a specific record or records that you could identify that you are wishing.

As a next step, as provided for by the Virginia Freedom of Information Act, please send an advance deposit in the amount above, which would be credited to the final cost, noting the request, payable to the City of Richmond (Re: Richmond City Council VFOIA records Search Request), to Steve Skinner, RE: VFOIA Records request, Richmond City Council Office of Council Chief of Staff, Richmond City Hall, 900 E. Broad Street, Suite 300, Richmond, Virginia 23219.

Hope this is helpful. Please also let how I can be of further assistance.

steve

Additional Note/s:

We are happy to assist searching for record/s in being as responsive as possible and, as required by the Virginia Freedom of Information Act § 2.2-3704. F., a cost estimate can be provided for searching for records in advance, which would include reasonable charges, not to exceed the actual cost incurred in accessing, duplicating, supplying, or searching for any responsive records in advance to proceed, if requested. For which, depending on the scope, variables, and possible coordinated effort involved and required for an undertaking the actual costs accrued could be higher, or possibly less. Regarding such, and in hopes of being as helpful as possible, please include all such specifications/clarifications in helping identifying types, names, etc. of such record/s that could assist in faithfully understanding and comprehending intended size, scope, and variables for what might all be involved and included that would assist in being as conservative as possibly on an estimate on your behalf. Also, due to the potential scope, variables, and possible coordinated effort involved and required for such an undertaking, per specifications/clarifications, and actual work required for accessing, searching, duplicating, and supplying any responsive requested records, which could include working with various individuals, entities, and the due diligence provided for by the Virginia Freedom of Information Act, please know that such work might not being practically possible to provide records that are responsive, or determine if such are available within a five-work-day period and an additional seven work days would be required. It also is likely that, due to the size of the undertaking poised by requests, such would require significantly more additional practicable time to accomplish, per variables and specifications.

Steven R. Skinner (he/him)

Council Public Information Manager

RICHMOND CITY COUNCIL

OFFICE OF COUNCIL CHIEF OF STAFF

From: Josh Stanfield <jstanfield@gmail.com>

Sent: Monday, July 08, 2024 8:04 AM

To: Skinner, Steven R. – Council Chief of Staff Office <Steven.Skinner@rva.gov>

Subject: Request for Records under the Virginia Freedom of Information Act

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Good morning, Mr. Skinner.

I hope you enjoyed the holiday. In accordance with the Virginia Freedom of Information Act (§2.2 -3700 et seq), I'm requesting from Councilwoman Trammell:

(1) All communications to/from the email account "hmhyfoundation@gmail.com";

(2) All communications mentioning "Help Me Help You."

Please truncate my request to communications from January 1, 2024 until today.

If you have any questions or require additional information in order to process my request, please do not hesitate to contact me in writing.

Thank you in advance for your cooperation.

Joshua Stanfield
Private Investigator (DCJS #: RE-1096839)
Compliance Agent (DCJS #: CA-1003012)
[208 Crestwood Court](#)
Yorktown, Va. 23692
757.364.8401