



Pennsylvania
Office of Open Records

Standard Right-to-Know Law Request Form

Please read carefully. Complete this form and retain a copy of **both** pages; this copy may be required if an appeal is filed. You have 15 business days to appeal after a request is denied or deemed denied. More information about the RTKL is available at <https://www.openrecords.pa.gov>. In most cases, a completed RTKL request form is a public record.

SUBMITTED TO AGENCY NAME: City of DuBois (Attn: AORO)

Date Request Submitted: 10/31/24 Submitted via: Email U.S. Mail Fax In Person

PERSON MAKING REQUEST:

Full Name: Thersa Suplizio

Company (if applicable): _____

Please send response via: Email U.S. Mail

If you wish to obtain records that only exist in hard copy, or must be provided on an electronic storage device, you may be required to provide a mailing address to the agency. See Section 703.

Email: [REDACTED]

Mailing Address: 314 Hamor Street

City: DuBois State: PA Zip: 15801 Telephone: [REDACTED]

How do you prefer to be contacted if the agency has questions? Telephone Email U.S. Mail

By checking this box, I affirm that my full name and contact information is true and correct, and that I am a legal resident of the United States. I understand that failure to check this box may result in the denial of my request and the dismissal of any appeal filed with the Office of Open Records.

RECORDS REQUESTED: Provide as much detail as possible, including subject matter, time frame, and type of record sought. RTKL requests must seek records, not ask questions. Use additional pages if necessary.

On 9/20/24, I submitted a RTK for documentation of where money went from the police locker room fund. I also requested the date or some type of documentation on when this was approved. Documents of the money being moved from Mid Penn bank and then deposited into the general fund were provided, but there are no minutes or documentation on when this was approved or who approved it.

Please provide the documentation on the approval for \$152,143.78 to be moved out of the police locker room fund.

Form continues on page 2. Retain a copy of **both** pages.

RECORDS REQUESTED (continued):

DO YOU WANT COPIES? Yes, printed Yes, electronic No, in-person inspection

Records shall be provided in the medium requested if they exist in that medium; otherwise, they shall be provided in the medium in which they exist. See Section 701. Your request may require payment or prepayment of fees. View the Official RTKL Fee Schedule for more details.

I understand that my request may incur fees. Notify me before further processing if fees will be more than \$100 (or) \$10.00_____.

Do you want certified copies? Yes (may be subject to additional costs) No

ITEMS BELOW THIS LINE FOR AGENCY USE ONLY

Tracking: _____ Date Received: _____ Response Due (5 bus. days): _____

30-Day Ext.? Yes No (If Yes, Final Due Date: _____) Actual Response Date: _____

Request was: Granted Partially Granted & Denied Denied Cost to Requester:
\$ _____

Appropriate third parties notified and given an opportunity to object to the release of requested records.

Retain a copy of both pages of this Form.



CITY OF DuBOIS, PENNSYLVANIA

P.O. BOX 408

16 W. SCRIBNER AVE.

DuBOIS, PENNSYLVANIA 15801

TELEPHONE: (814) 371-2000

FAX: (814) 371-1290

November 6, 2024

VIA EMAIL

Ms. Theresa Suplizio
314 Hamor Street
DuBois, PA 15801



Dear Ms. Suplizio,

Thank you for writing the City of DuBois with your request for information pursuant to the Pennsylvania Right- To-Know law.

On October 31, 2024, you requested documentation on the approval for \$152,143.78 to be moved out of the police locker room fund.

Pursuant to Section 902(a) of the Right to Know Law, the City of DuBois requires an additional 30 days to respond to the request:

- A timely response to the request cannot be accomplished due to bona fide and specified staffing limitations.

The City of DuBois expects to respond to your request on or before December 6, 2024.

Respectfully,

Shawn Arbaugh
City Manager
City of DuBois, Clearfield County

"Gateway To Big Game Country"



CITY OF DuBOIS, PENNSYLVANIA

P.O. BOX 408

16 W. SCRIBNER AVE.

DuBOIS, PENNSYLVANIA 15801

TELEPHONE: (814)371-2000

FAX: (814)371-1290

November 15, 2024

VIA EMAIL

Ms. Theresa Suplizio
314 Hamor Street
DuBois, PA 15801



Dear Ms. Suplizio,

Thank you for writing the City of DuBois with your request for information pursuant to the Pennsylvania Right- To-Know law.

On October 31, 2024, you requested documentation on the approval for \$152,143.78 to be moved out of the police locker room fund.

Your request has been granted and the responsive records are attached.

Respectfully,

Shawn Arbaugh
City Manager
City of DuBois, Clearfield County

Enclosure

"Gateway To Big Game Country"

Prior Year Income Used

| | | |
|--------------------|------------|------------------------|
| Water Loan Account | 947,318.98 | |
| Maple Avenue | 812,488.22 | |
| Fields | 743,224.07 | |
| Police Locker Room | 151,672.86 | *Herm (We needed cash) |
| K9 | 22,951.28 | |
| COVID I | 385,392.04 | |
| COVID II | 220,751.79 | |
| STP Design Loan | 97,498.99 | |

Funds Due to GF Received December

| | |
|------------------------|---------------------|
| Fire Truck Grant | 400,000.00 |
| Fire Depart Fire Truck | 175,462.50 |
| | 3,956,760.73 |