



RIDGEWOOD POLICE DEPARTMENT

Jacqueline Luthcke

CHIEF OF POLICE



131 N. Maple Avenue
Ridgewood, NJ 07450

Telephone: (201) 652-3900
jluthcke@ridgewoodnj.net

February 18, 2020

John Q. Public

Dear Mr. Public,

The Ridgewood Police Department received your Open Public Records Act (OPRA) request on Sunday, February 16, 2020. The official Records Custodian, Captain Luthcke, received your OPRA request on Tuesday, February 18, 2020. As such, the seven (7) business day deadline to respond to your request is Thursday, February 27, 2020. This response to your request is being provided to you on the 1st business day after the custodian's receipt of said request.

Your OPRA request sought access to the following:

Police Department General Orders, policies and procedures

Currently, your request fails to identify with reasonable clarity the specific government records sought, as is required by Bent v. Stafford Police Department, 381 N.J.Super. 30, 37 (App. Div. 2005). At this time, we request clarification of your OPRA request. Please respond in writing and identify the specific government records sought so that we may process your request. Failure to provide written clarification of your request will result in the closure of this OPRA request.

If your request for access to a government record has been denied or unfilled within the seven (7) business days required by law, you have a right to challenge the decision by the Ridgewood Police Department to deny access. At your option, you may contact this department, the Attorney for the Village of Ridgewood, institute a proceeding in the Superior Court of New Jersey or file a complaint with the Government Records Council (GRC) by completing the Denial of Access Complaint Form. You may contact the GRC by toll-free telephone at 866-850-0511, by mail at P.O. Box 819, Trenton, NJ, 08625, by e-mail at grc@dca.state.nj.us, or at their web site at www.state.nj.us/grc. The GRC can also answer other questions about the law. All questions regarding complaints filed in Superior Court should be directed to the Court Clerk in your County.

Should litigation follow and any records exist, this department would submit those records to a court for an *in camera* review and determination of what information and records, if any, should be disclosed. The Ridgewood Police Department also reserves the right to raise any other ground for denial not raised in this response. The failure of the Ridgewood Police Department to assert an exception or privilege does not act as a waiver of any ground for denial.

Sincerely,

A handwritten signature in cursive script that reads "Jacqueline Luthcke".

Jacqueline Luthcke