

LAW FIRM OF
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December 24, 2025

RECORD DEMAND LETTER

City Clerk's Office

Office: Redondo Beach City Clerk

415 Diamond Street,

Redondo Beach, CA 90277

City Clerk: Eleanor.Manzano@redondo.org

General City Clerk Email: cityclerk@redondo.org

Re: Demand for Administrative Record

Manhattan Beach Smoke Shop, Inc. – Business License No. 330177

Dear City Clerk:

Please take notice that Manhattan Beach Smoke Shop, Inc. hereby formally requests preparation and production of the complete administrative record relating to the temporary and permanent revocation of Business License No. 330177, including the administrative hearing conducted on December 10, 2025.

This request is made in connection with Appellant's timely appeal to the City Council pursuant to RBMC § 6-1.27(b) and for purposes of preserving all rights to further review.

RECORD REQUESTED

Please include, without limitation:

1. The notice(s) of revocation and all amendments or supplements;
2. The written decision of the Hearing Officer;
3. Any audio, video, or stenographic recording of the hearing;
4. All exhibits admitted, referenced, or considered, whether marked or unmarked;
5. All reports, memoranda, emails, notes, or internal documents relied upon by City staff or the Hearing Officer;
6. All licensing records and enforcement history relied upon;

Kam Kooshki*
Sammy Zreik

*Admitted in Washington D.C.

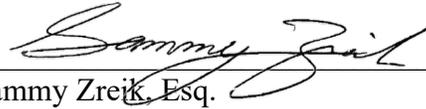
7. Any correspondence between City departments relating to this matter.

If any portion of the record is claimed to be exempt or unavailable, please identify the basis for such claim and produce all non-exempt portions.

Please advise when the record will be available and in what format. Electronic production is requested if available. Appellant is prepared to pay any reasonable copying or preparation fees required by law.

Thank you for your prompt attention to this matter. Please confirm receipt of this request in writing.

Sincerely,

A handwritten signature in cursive script, appearing to read "Sammy Zreik", written over a horizontal line.

Sammy Zreik, Esq.

WHITBECK, KOOSHKI & ZREIK L.L.P
Attorney for Manhattan Beach Smoke Inc.,