WHEREAS, the City Clerk as the “official custodian “ of the City’s public records may make rules with reference to the inspection of such records that are reasonably necessary for the protection of such records; and

WHEREAS, on March 19, 2020 the City Council extended its Declaration of Local Disaster regarding COVID-19 until further notice and policies enacted therewith include the public closure of City Hall and other City facilities, reduction of hours and encouraging employees to work remotely, which in some instances has closed certain departments; and

WHEREAS, CORA requires that public records within the custody and control of the Custodian be made available for inspection within three working days or seven working days, if extenuating circumstances exist; and

WHEREAS, as a result of the current emergency restrictions, including those set forth herein, it is physically impossible for the Custodian to fulfill all duties required by CORA and as such the Custodian can’t as a matter of law be sanctioned for failure to comply with CORA’s time limits.

THEREFORE EFFECTIVE IMMEDIATELY AND UNTIL FURTHER NOTICE, THE FOLLOWING EMERGENCY RULE SHALL BE IN PLACE:

1. The Custodian shall, to the extent feasible timely respond to CORA requests, and provide those public records within the Custodian’s custody and control to the requestor electronically or by mail.

2. For other requests which the Custodian cannot as a result of the emergency respond as required by CORA, for reasons which include, but are not limited to, the absence of access, custody or control of records the Custodian shall to the extent feasible respond to the requestor and provide a good faith effort of an anticipated date of response.

DECLARED AND ISSUED THIS 26TH DAY OF MARCH 2020.

CITY OF GOLDEN, COLORADO

BY: MONICA MENDOZA, CMC
CITY CLERK