

**CITY OF LEADVILLE, COLORADO
RESOLUTION NO. 29
SERIES 2020**

**A RESOLUTION ADOPTING AN ADMINISTRATIVE POLICY
CONCERNING THE COLORADO OPEN RECORDS ACT**

WHEREAS, the Colorado Open Records Act, C.R.S. §§ 24-72-101 *et seq.* (“CORA”), generally gives the public the right to access and inspect the public records of a government entity, such as the City of Leadville (“City”); and

WHEREAS, the City does not currently have a written policy governing the process to request public records and respond to such requests; and

WHEREAS, the City desires to set forth a policy establishing the procedures and reasonable fees for providing access to and inspection of public records maintained by the City (“CORA Policy”); and

WHEREAS, such a written policy will ensure the consistent application of these procedures across City departments and provide the Deputy City Clerk and other City staff with guidelines when responding to public records requests; and

WHEREAS, for the foregoing reasons, the City Council finds that it is in the public interest to adopt an administrative CORA policy to govern public records requests.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Leadville, Colorado as follows:

Section 1. Recitals Incorporated. The recitals contained above are incorporated herein by reference and are adopted as findings and determinations of the City Council.

Section 2. Adoption of Policy. The City Council hereby: (1) adopts the Administrative Policy on Open Records Act Requests (“Policy”) attached hereto as **Exhibit 1** to be effective on July 8, 2020; (2) authorizes the City Attorney, in consultation with the City Administrative Services Manager or Deputy City Clerk, to amend the Policy from time to time as may be necessary to be effective upon approval of the Mayor; and (3) authorizes the Mayor to approve any such amendments to the Policy by the City Attorney.

Section 3. Effective Date. This Resolution shall be in full force and effect immediately upon adoption.

CITY OF LEADVILLE, COLORADO:

By: Greg Labbe
Greg Labbe, Mayor

ATTEST:

[Signature]
Deputy City Clerk

ADOPTED by a vote of 6 in favor and 0 against, and 0 abstaining, this 7th day of July, 2020.