

**TOWN OF MEAD, COLORADO  
RESOLUTION NO. 08-R-2025**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO,  
ADOPTING THE TOWN OF MEAD PUBLIC RECORDS REQUEST POLICY**

**WHEREAS**, the public policies of the State of Colorado and the Town of Mead (the “Town”) require all public records to be open for inspection at reasonable times unless specifically excepted by law; and

**WHEREAS**, C.R.S. Section 24-72-200.1, *et seq.*, known as the Colorado Open Records Act (“CORA”), authorizes the official custodian of public records to make rules with reference to the inspection of public records as are reasonably necessary for the protection of such records and the prevention of unnecessary interference with the regular discharge of the duties of the custodian or the custodian’s office; and

**WHEREAS**, the Board of Trustees of the Town (the “Board”) previously adopted the Town of Mead Open Records Policy by Resolution No. 17-R-2014 (as amended, the “2014 Policy”); and

**WHEREAS**, the Board desires to repeal the 2014 Policy in its entirety and replace the 2014 Policy with the Town of Mead Public Records Request Policy attached to this Resolution as **Exhibit A**.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF MEAD, COLORADO:**

**Section 1.** The Board hereby repeals the 2014 Policy in its entirety and adopts the Town of Mead Public Records Request Policy attached hereto as **Exhibit A**.

**Section 2. Effective Date.** This resolution shall become effective immediately upon adoption.

**Section 3. Certification.** The Town Clerk shall certify the passage of this resolution and make not less than one copy of the adopted resolution available for inspection by the public during regular business hours.

**INTRODUCED, READ, PASSED AND ADOPTED THIS 27<sup>TH</sup> DAY OF JANUARY 2025.**

**ATTEST:**

**TOWN OF MEAD:**

By: \_\_\_\_\_  
Mary E. Strutt, MMC, Town Clerk

By: \_\_\_\_\_  
Colleen G. Whitlow, Mayor

**EXHIBIT A**

**Town of Mead  
Public Records Request Policy**

*(Attached)*