

## CORA request

3 messages

**Vince Petkosek (Pueblo, CO)** <PuebloCO@request.justfoia.com>

Mon, Dec 2, 2024 at 9:12 AM

Reply-To: 25ce3077-7854-458a-89cb-9e77a2985d86.PuebloCO@request.justfoia.com

To: coop.7th@gmail.com

Via email only to: [coop.7th@gmail.com](mailto:coop.7th@gmail.com)

Gary Cooper

112 W. 7<sup>th</sup> Street, Pueblo Co 81003

Re: Your CORA Request # 2024-XXX dated [month & day], 2024 (optional – brief description of records requested)

On 11-18-24, the City received a CORA request from you pursuant to the Colorado Open Records Act (“CORA”). Your form requests the following:

Subject: CORA Request for Internal Communications Related to CORA-2024-363 and CCJRA-2024-379

Dear Pueblo City Clerk's Office,

This is a new CORA request concerning both my initial CORA request (CORA-2024-363) and my criminal records request (CCJRA-2024-379).

I am specifically requesting copies of all internal communications, including but not limited to emails, memos, and meeting notes, between the Records Department, the City Attorney's Office, and any other relevant departments concerning the handling, processing, or forwarding of CORA-2024-363 and CCJRA-2024-379. This request includes any correspondence regarding determinations, clarifications, or decisions related to both requests.

This should cover all communications that may provide insights into the timelines, decisions, and actions taken concerning my initial requests, as well as any delays or processing notes relevant to each.

Thank you for processing this new request. Please let me know if additional details are needed to fulfill it.

There are records responsive to your request. A preliminary search of responsive records indicated approximately 258 items. Assembling such public records will require a physical and electronic search. The search for, review and redaction of public records in compliance with C.R.S. § 24-72-204 and *Ritter v. Jones*, 207 P.3d 954, 957 (Colo. App. 2009) will be performed to respond to your request.

The City's IT Department requires an hour of time to search for and download responsive records. A guideline of four (4) minutes per item is used to estimate the minimum amount of time necessary to review responsive records for redaction and/or release. Therefore, pursuant to Pueblo City Council Resolution 15699 and C.R.S. § 24-72-205, the City of Pueblo estimates that the total time required for providing these records to be approximately 18 hours. The City does not charge for the first hour of work when responding to CORA requests. The City estimates that the costs incurred in providing these records to be approximately \$703.29, calculated at \$41.37 per hour for 17 hours of billable time. This estimate anticipates that digital copies will be provided. If you would like paper copies, there will be an additional charge.

If you would like less costly options, you may want to revise the scope of your request by limiting the subject matter/topic of the message (using keywords, etc.), reducing the timeframe, specifically identifying by name and email address the sending or receiving party(ies) to the message, or otherwise placing further restrictions on the criteria used to search for the records, etc.

If the City's ultimate costs are less than the amounts estimated, any overpayment will be refunded to you. Conversely, you will be billed for the City's actual costs if they exceed the initial deposit amounts given.

If you would like to proceed with the request, you must make arrangements for payment of the deposit with the Clerk's office before any work to assemble and review responsive records will begin. If no payment is received within 30 days, your request will be administratively closed and a new or renewed request will be required.

Please feel free to contact me with any questions or concerns.

Sincerely,

Vincent Petkosek

Deputy City Clerk

City of Pueblo

719-553-2628

[VPetkosek@pueblo.us](mailto:VPetkosek@pueblo.us)



Harry Cooper <coop.7th@gmail.com>

Tue, Dec 3, 2024 at 11:22 PM

To: 25ce3077-7854-458a-89cb-9e77a2985d86.PuebloCO@request.justfoia.com

Dear Mr. Petkosek,

Firstly I'd like to correct my name. My name is Harry Cooper. I'm not sure why it says Gary. Thank you for your response to my CORA request (CORA-2024-363) dated 11/13/2023. I appreciate the information provided regarding the estimated time and costs involved in fulfilling my request.

Before proceeding, I would like to request a detailed breakdown of the estimated \$703.29 charge. Specifically, I am seeking clarification on the following points:

**Time for Search and Download:** The IT Department is estimated to require **one hour** to search for and download the responsive records. Could you please confirm whether this time is for the entire 258 items or if it is the time required per set of records?

**Redaction Process:** The estimate includes **4 minutes per item** for redaction and/or review. I would appreciate more details about the redaction process. Are there automated tools used for redaction, or is this time based on manual review? Additionally, could you provide any further details on the specific types of information that will be redacted from the emails, memos, or other documents?

**Email Review:** How many of the 258 items are expected to require significant redaction, and how many might require minimal or no redaction? Any further information you can provide about the nature of these documents would be helpful in understanding the cost

breakdown.

**Cost of Paper Copies:** If I choose to receive paper copies instead of digital, I would like to understand the additional charge for printing and mailing costs.

Furthermore, I would be open to revising the scope of my request to reduce the cost if that would help expedite the process. If you could suggest any keywords, timeframes, or specific recipients/parties that might narrow the scope of the request, I would greatly appreciate it.

Please provide the requested breakdown at your earliest convenience so I can proceed with the payment arrangements. I look forward to your response and thank you for your assistance.

Sincerely,  
Harry Cooper  
112 W. 7th Street  
Pueblo, CO 81003  
coop.7th@gmail.com

**Harry Cooper** <coop.7th@gmail.com>

Tue, Dec 3, 2024 at 11:44 PM

To: 25ce3077-7854-458a-89cb-9e77a2985d86.PuebloCO@request.justfoia.com

I also for got to ask you to please ensure that **privileged information** (such as attorney-client communications, personnel files, or any other records exempted by law) and **non-public records** are **excluded from the records provided**. I do not wish to be charged for the retrieval, review, or redaction of these materials.

On Mon, Dec 2, 2024 at 9:12AM Vince Petkosek (Pueblo, CO) <[PuebloCO@request.justfoia.com](mailto:PuebloCO@request.justfoia.com)> wrote: