



CLERK – RECORDER – REGISTRAR COUNTY OF MONO

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Shannon Kendall
Registrar of Voters
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February 4, 2021

VIA U.S. MAIL AND EMAIL

Scott A. McMillan, Lawyer
THE MCMILLAN LAW FIRM
4670 Nebo Drive, Suite 200
La Mesa, CA 91941-5230
Email: scott@mcmillanlaw.us

RE: PUBLIC RECORDS ACT REQUEST – NOTICE OF 14-DAY EXTENSION

Dear Mr. McMillen:

Mono County is in receipt of your letter dated January 28, 2021, requesting copies of certain records under the California Public Records Act (CPRA) (see Gov't. Code § 6250 *et seq.*). The CPRA provides public agencies up to ten (10) days to determine whether they possess disclosable records responsive to a request. (Gov't Code §6253, subd. (c).) That 10-day period may be extended by 14 days in the event of "unusual circumstances," which may include:

- (1) The need to search for and collect the requested records from field facilities or other establishments that are separate from the office processing the request.
- (2) The need to search for, collect, and appropriately examine a voluminous amount of separate and distinct records that are demanded in a single request.
- (3) The need for consultation, which shall be conducted with all practicable speed, with another agency having substantial interest in the determination of the request or among two or more components of the agency having substantial subject matter interest therein.
- (4) The need to compile data, to write programming language or a computer program, or to construct a computer report to extract data. (Gov't Code §6253, subd. (c)(1)-(4).)

In the present case, your request requires the County to (1) search for and collect the requested records from storage facilities or other establishments that are separate from the office processing the request and (2) search for, collect, and appropriately examine a voluminous amount of separate and distinct records that are demanded in a single request. Accordingly, the County will require the 14-day extension (i.e., a total of 24 days from the date the County received the hard copy of your request which was January 28, 2021) to make the determination described in section 6253. Once that determination is made, the County will notify you of the direct costs of making any disclosable records available and an estimated date and time when such records will be made available.

If you have any questions, please do not hesitate to contact me at (760) 932-5533 or skendall@mono.ca.gov.

Sincerely,



Shannon Kendall
Mono County Clerk-Recorder-Registrar