



**County of Ventura
COUNTY CLERK-RECORDER,
REGISTRAR OF VOTERS**

MARK A. LUNN
County Clerk-Recorder,
Registrar of Voters

JAMES B. BECKER
Assistant County Clerk and Recorder

TRACY D. SAUCEDO
Assistant Registrar of Voters

MARTIN E. COBOS
Operations Manager

MIRANDA L. NOBRIGA
Public Information Officer

April 3, 2020

Citizens' Oversight Projects
Ray Lutz
771 Jamacha Rd 148
El Cajon, CA 92019

Re: Public Records Request

Dear Mr. Lutz:

The following constitutes the initial response of the County of Ventura (hereinafter "County") to the above-referenced request for records made under the California Public Records Act (Gov. Code 6250 et seq.) which was received by Ventura County on March 22, 2020. The purpose of this initial response is to inform you that the County will be responding to your request with all practicable speed.

Gov. Code 6253, subdivision (c) provides that an agency, "upon a request for a copy of records, shall, within 10 days from receipt of the request, determine whether the request, in whole or in part, seeks copies of disclosable public records of the agency," unless there are "unusual circumstances" which warrant an extension of up to fourteen (14) additional days. The term "unusual circumstances" includes the following situations, which are applicable to your request: (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; and (3) the need for consultation, which shall be conducted with all practicable speed, with another agency having substantial subject matter interest therein.

Under current state of emergency concerning the spread of the COVID 19 virus, the County has implemented the directives of the California Department of Public Health and the Centers for Disease Control and Prevention, as well as the County's own Public Health Officer, to protect the health and safety of County employees and residents, and is following, and will continue to follow, all orders issued by federal, State, and local officials.

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Furthermore, pursuant to Executive Order N-34-20, the Governor provided that Registrars of Voters may have difficulty meeting statutory deadlines.

In short, for the foreseeable future, all available County staff will be focused on providing essential services to County residents. When time allows, our office will work with Department staff to locate documents that are potentially responsive to your request, and then determine if the documents are public records, exempt from public disclosure, and/or whether exempt information can be redacted. At this time, we do not know when that will be.

Should you have any questions, comments or concerns, please do not hesitate to contact the undersigned.

Sincerely,

A handwritten signature in cursive script that reads "Tracy Saucedo".

Tracy Saucedo, REO, CERA
Assistant Registrar of Voters