



Uncodified changes to the C.M.R.R.S.

The following changes have been made due to past and current legislation that have become effective or will become effective in the near future. These changes will be officially be integrated into the next codification of the Colorado Municipal Records Retention Schedule, supplement 14.

1. Pursuant to House Bill 23-1245, effective November 1, 2023:

15.040 CAMPAIGN REPORTS AND STATEMENTS

A. Candidates

Affidavits of familiarity with the Fair Campaign Practices Act, candidate committee statements of organization, and campaign contribution and expenditure reports.

1. Elected Candidates

Retention: 6 years after elected candidate leaves office [CRS 1-45-112(1)(b)]

2. Unsuccessful Candidates

Retention: 10 years from date of filing [CRS 1-45-112(1)(b)]

2. Pursuant to Senate Bill 20-217, effective July 1, 2023.

100.080AA - Video Recordings and Officer Recording Systems (Renumbering will occur with codification)

NON-EVIDENTIARY RECORDINGS

1. Accidental Activations – 30 calendar days

2. Testing Before Shift Starts – 30 calendar days

Camera activations to verify equipment is operating accordingly.

3. Training Recordings – 1 year

Recordings used or captured by officers and supervisors in the initial and ongoing training on how to use a body worn camera device.

4. Citizen Interactions – 2 years

Traffic incidents with no summons issued, non-criminal incidences, any routine contact that does not result in enforcement action or a case report or summons.

5. Uncategorized or Unclassified Video Recordings – 181 calendar days

EVIDENTIARY RECORDINGS

Recordings should be retained according to case record retention.

1. Death Case Records: Noncriminal – 10 years

2. Felony Case Records (Major Felonies and Violent Crimes): Cases such as arson with fatalities, forgery, unrecovered firearms, homicides, kidnapping, deaths, and officers killed – Permanent

3. Felony Case Records (Other): Other felony cases, special investigations related to aggravated assault, arson without fatalities and similar cases – 10 years

4. Misdemeanor Case Records: Misdemeanor cases, petty offenses, traffic offenses and similar cases – 3 years

5. Missing Person Records Including Runaways: Until located

6. Sex Offender and Sexual Assault Case Records: Includes case files related to sex offenders, investigations of sexual assault crimes including on a child. – Permanent

7. Traffic Accident Case Records: Fatal Traffic Accidents -10 years

8. Traffic Accident Case Records: Non-Fatal Traffic Accidents – 3 years