

RESOLUTION NO. 46

RESOLUTION DESIGNATING RECORDS CUSTODIAN FOR THE CITY OF RICHFIELD.

WHEREAS, Senate Bill 1274 requires Idaho Cities to designate records custodians to help members of the public who want to request public records; and

WHEREAS, Senate Bill 1274 takes effect July 1, 2018.

NOW, THEREFORE, BE IT RESOLVED, by The City Council of the City of Richfield, Idaho, as follows:

The City Clerk-Treasurer is designated as the primary records custodian for the City of Richfield for all City departments except for law enforcement records.

The city relies on the Lincoln County Sheriff's Department for law enforcement. The County Sheriff Records Clerk that provides law enforcement is responsible for handling law enforcement records request.

APPROVED by the City Council on this 13th day of August, 2018.

Mayor City of Richfield

ATTEST:

City Clerk City of Richfield