

# RESOLUTION 122

A RESOLUTION OF THE CITY OF DOVER, A MUNICIPAL CORPORATION OF THE STATE OF IDAHO ADOPTING THE PUBLIC RECORDS REQUEST POLICY AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Mayor and City Council have determined that it is in the best interests of the City to improve its policies for public records requests;

WHEREAS the City desires to formally designate the City Clerk as the records custodian; and

WHEREAS, the city desires to specify where public records are stored.

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the City of Dover, Bonner County, Idaho, that:

1. The City Clerk is designated as the City's records custodian;
2. Public records are maintained in the City's designated storage or at Dover City Hall; and
3. The City adopts the Public Records Request Policy dated October 27, 2016; said policy may be revised by the Mayor or City staff from time to time.

This resolution shall be in full force and effective after its passage and approval.

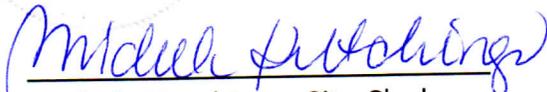
PASSED by the City Council and APPROVED by the Mayor this 27<sup>th</sup> day of October, 2016.

City of Dover, Idaho



Annie Shaha, Mayor

ATTEST:



Michele Hutchings, City Clerk