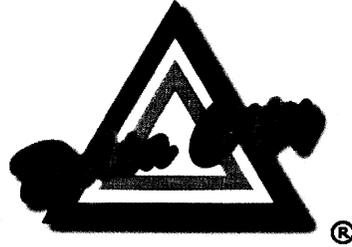


Delta City  
76 N 200 W  
Delta UT 84624-9440  
435 864 2759  
435 864 4313 FAX  
www.delta.utah.gov



*Certificate of Resolution Passage*

STATE OF UTAH                    )  
  )  
CITY OF DELTA                    )     ss.

I, GREGORY J. SCHAFER, as the duly appointed, sworn and acting Delta City Recorder, do hereby certify that the attached, numbered as City of Delta Resolution Number 12-350 was duly adopted by the necessary quorum of the Delta City Council on September 6, 2012.

IN WITNESS WHEREOF, I have hereunto subscribed my official signature and impressed hereon the corporate seal of said City.

  
\_\_\_\_\_  
GREGORY JAY SCHAFER, MMC  
Delta City Recorder





# RESOLUTION

## NUMBER 12-350

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DELTA, STATE OF UTAH, APPOINTING AND PUBLICLY IDENTIFYING A PUBLIC RECORDS OFFICER TO SERVE AS THE POINT OF CONTACT FOR MEMBERS OF THE PUBLIC IN REQUESTING DISCLOSURE OF PUBLIC RECORDS AND TO OVERSEE THE CITY'S COMPLIANCE WITH THE PUBLIC RECORDS MANAGEMENT ACT AND THE GOVERNMENT RECORDS ACCESS AND MANAGEMENT ACT.

The City Council of the City of Delta, Utah, ("City Council") hereby recites the following as the basis for adopting the Resolution:

WHEREAS, Utah Code Ann. Section 63A-12-103 requires all Utah governmental entities to appoint one or more records officers who will be trained to work with the state archives in the care, maintenance, scheduling, disposal, classification, designation, access, and preservation of public records;

WHEREAS, Utah Code Ann. Section 63G-2-108 requires that such records officer of a Utah governmental entity shall, on an annual basis, successfully complete training and obtain certification from the State Archives in accordance with Utah Code Ann. Section 63A-12-110;

WHEREAS, the City Council now desires to appoint and publically identify the a records officer for the City of Delta in accordance with Utah Code Ann. Title 63A, Chapter 12, the Public Records Management Act, and Utah Code Ann. Title 63G, Chapter 2, the Governmental Records Access and Management Act;

NOW, THEREFORE, be it hereby RESOLVED by the City Council of the City of Delta, Utah THAT:

**Section 1.** Pursuant to Utah Code Ann. Section 63A-12-103, the City Council hereby appoints and publicly identifies the Delta City Recorder as the "Records Officer" of Delta City.

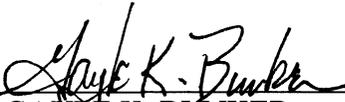
**Section 2.** The responsibility of the Records Officer is to serve as the point of contact for members of the public in requesting disclosure of public records and to oversee Delta City's compliance with Utah Code Ann. Title 63A, Chapter 12, the Public Records Management Act, and Utah Code Ann. Title 63G, Chapter 2, the Governmental Records Access and Management Act.

**Section 3.** To the extent that any resolutions, policies, procedures or fee schedules previously adopted by the City Council of the City of Delta conflict with the terms of this resolution, this resolution and the terms adopted hereby shall be deemed controlling and such other conflicting resolutions, regulations or policies shall be deemed amended to comply herewith.

PASSED AND ADOPTED this 6th day of September, 2012.

	Aye	Nay	Abstain	Absent
Robert W. Banks	_____	_____	_____	_____x
John W. Niles	_____x	_____	_____	_____
Steven R. Pratt	_____x	_____	_____	_____
Thomas N. Stephenson	_____	_____	_____	_____x
Betty Jo Western	_____x	_____	_____	_____



  
\_\_\_\_\_  
GAYLE K. BUNKER  
MAYOR

  
\_\_\_\_\_  
GREGORY JAY SCHAFFER, MMC  
CITY RECORDER