

Duplicate Numbered Resolution

CITY OF GUSTAVUS, ALASKA
RESOLUTION 2014-03


A RESOLUTION OF THE CITY OF GUSTAVUS ADOPTING POLICY AND PROCEDURES FOR PUBLIC RECORDS MAINTENANCE

WHEREAS, The City of Gustavus generates numerous documents, files, correspondences, e-mails, and memorialization's and,

WHEREAS, Gustavus Municipal Code 2.70.030 requires the Mayor to approve a records retention schedule that details the types of records that will be retained and the period of time for which they will be retained,

NOW THEREFORE BE IT RESOLVED: The Gustavus City Council adopts this Policy and Procedure for Public Records Maintenance which includes a Records Retention Schedule, a Conversation Record, a Request for Public Records and a Certificate of Records Destruction, attached to and made a part of this resolution.

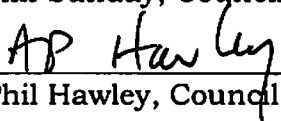
PASSED and APPROVED by the Gustavus City Council this 17th day of October, 2013.



Sandi Marchbanks, Mayor



Tim Sunday, Council Member




Phil Hawley, Council Member

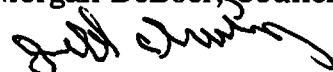
Seat D, Vacant




Lori Trummer, Vice Mayor



Morgan DeBoer, Council Member



Jeff Irwin, Council Member



Attest: Noël Farevaag, City Clerk

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2014-03 Public Records Maintenance
Adopted for Publication: 09/12/2013
Adopted for Public Hearing: 10/17/2013