

RESOLUTION NO. 2023-08

A RESOLUTION ADOPTING RETENTION SCHEDULES FOR LAKE POINT RECORDS

WHEREAS Lake Point, pursuant to the Utah Government Records Access and Management Act ("Act"), has adopted ordinances and regulations regarding the management, keeping, and retention of city records, including Ordinance No. 2022-05 ("Ordinance");

WHEREAS Lake Point is authorized and required pursuant to said Act and said Ordinance to adopt retention schedules to govern the retention and destruction of government records;

NOW, THEREFORE, BE IT RESOLVED by the Lake Point City Council as follows:

Section 1. The Lake Point City Council hereby adopts the model retention schedule(s) for government records promulgated by the Utah State Archivist.

Section 2. All Lake Point government records shall be kept, retained, and destroyed pursuant to the schedules adopted herein, the Act, and the Ordinance.

Section 3. The Lake Point Records Officer shall submit this Resolution to the Utah State Records Management Committee for review, as required by Utah Code § 63G-2-604.

Section 4. This Resolution shall take effect immediately upon its adoption.

PASSED, APPROVED, AND ADOPTED on the 15th day of March, 2023

Lake Point

By _____
Chair

ATTEST:

City Recorder

SEAL

Voting:

Daniel Crawford
Doyle Garrard
Jonathan Garrard
Kathleen VonHatten
Ryan Zumwalt

Yea ☒ Nay ☐ Absent ☐
Yea ☒ Nay ☐ Absent ☐
Yea ☒ Nay ☐ Absent ☐
Yea ☒ Nay ☐ Absent ☐
Yea ☒ Nay ☐ Absent ☐