

RESOLUTION NO. 199-22

RESOLUTION AUTHORIZING THE DESIGNATION OF A CITY-WIDE RECORDS CUSTODIAN AND A CUSTODIAN FOR EACH CITY DEPARTMENT THAT WILL RESPOND TO PUBLIC RECORDS REQUESTS PURSUANT TO IDAHO CODE 74-101 AS AMENDED BY THE IDAHO LEGISLATURE AND EFFECTIVE JULY 1, 2018, REPEALING PREVIOUS DESIGNATIONS AND EFFECTIVE IMMEDIATELY.

WHEREAS, the Department Record Custodians are designated as follows:

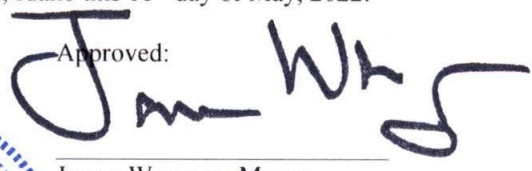
Department	Point of Contact	Alternate Point of Contact
Citywide Records Custodian	Debbie Geyer, City Clerk	Angie Point, Deputy Clerk
City Clerk Department	Angie Point	Debbie Geyer
Human Resources	Alyssa Battaglia	Mary Kay Morrison
Recreation	Denise Milburn	Kacey Teichert
Parks	Stacey Lenz	Denise Milburn
Economic Development	Steve Jenkins	Ofelia Morales
Caldwell Event Center	Juan Avila	Carol Mitchell
Golf	Carol Mitchell	Rachelle Castleberry
Finance Department	Carol Mitchell	Rachelle Castleberry
Information Technology	Jose Menchaca	Dale Schreiber
Fire Department	Sarah Lowe	Chief Rick Frawley
Utility Billing	Michelle Davis	Melinda Vigil
Water/ Irrigation Department	Mari Romero	Terry Martin
Airport	Lisa Austin	Rob Oates
Building Department	Teri Wachter	Kris Wallworth
Cemetery	Doris Hayward-Roland	Debbie Geyer
Mayor's Office	Sonda Boyum	Debbie Geyer
Planning & Zoning Department	April Cabello	Cindy Brogdon
Engineering Department	Nicole Nicholson	Robb MacDonald
Public Works Department	Tammy Frans	Brent Orton
Mapping Department	Dave Marston	Angie Hopf
Street Department	Kresta Smout	August Medellin
Wastewater Treatment Plant	Amy Blanes	Tony Harmon

AND WHEREAS, the Caldwell Police Department (CPD) is the custodian of law enforcement records and therefore is responsible for handling all law enforcement related public record requests. CPD record requests may be requested through centralfile@cityofcaldwell.org

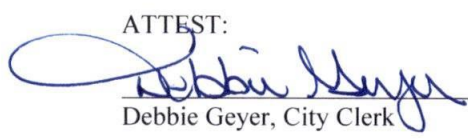
BE IT HEREBY RESOLVED by the Mayor and Council of the City of Caldwell, Idaho, that the Caldwell City Council accepts the designated record custodian designees as set forth in full.

PASSED BY THE COUNCIL of the City of Caldwell, Idaho this 16th day of May, 2022.

APPROVED BY THE MAYOR of the City of Caldwell, Idaho this 16th day of May, 2022.

Approved: 

Jarom Wagoner, Mayor

ATTEST:

 Debbie Geyer, City Clerk

