

RESOLUTION NO. R-2020-08

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS, APPROVING THE PUBLIC INFORMATION REQUEST FORM; DESIGNATING THE CITY'S MAILING ADDRESS AND E-MAIL ADDRESS FOR RECEIVING REQUESTS FOR PUBLIC INFORMATION; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the 2019 Legislative Session concluded in May and the 86th Legislature passed laws that impact public information in Texas; and

WHEREAS, S.B. 944 requires the Office of the Attorney General ("OAG") to create a public information request form for use by governmental bodies and requestors; and

WHEREAS, if the governmental body allows requestors to use the OAG's request form and the governmental body maintains a website, the governmental body is required to post the OAG's request form on its website; and

WHEREAS, S.B. 944 also clarifies the permissible methods a requestor may use to submit a public information request and specifies that a governmental body may designate an e-mail address and a mailing address for receiving public information requests; and

WHEREAS, the City Council of the City of Bastrop desires to allow requestors to use the OAG's public information request form and designate one mailing address and one e-mail address for receiving requests for public information.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BASTROP, TEXAS:

Section 1: The City Council of the City of Bastrop hereby approves the request form attached as Exhibit A.

Section 2: The City Council of the City of Bastrop designates the following mailing address and e-mail address for receiving written requests for public information:

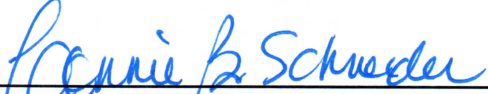
City Secretary
P.O. Box 427
Bastrop, TX 78602
citysec@cityofbastrop.org

Section 3: All orders and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4: That this resolution shall take effect immediately from and after its passage, and it is duly resolved.

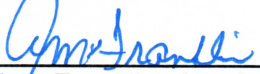
DULY RESOLVED AND ADOPTED by the City Council of the City of Bastrop, Texas this
14th day of January 2020.

APPROVED:



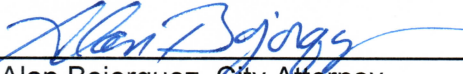
Connie B. Schroeder, Mayor

ATTEST:



Ann Franklin, City Secretary

APPROVED AS TO FORM:



Alan Bojorquez, City Attorney



CITY OF BASTROP

City Secretary's Office
 1311 Chestnut
 Street
 Bastrop, Texas 78602
 (512) 332-8800
<http://www.cityofbastrop.org>

TEXAS PUBLIC INFORMATION ACT INFORMATION REQUEST FORM

For guidance regarding your rights as a requestor and the public information procedures adopted by this governmental body, you may review the governmental body's notice required under section 552.205 of the Government Code. You can find additional Public Information Act resources on the Office of the Attorney General's website at <http://www.texasattorneygeneral.gov/open-government>.

PERSON REQUESTING INFORMATION			
Company/Organization:		Date of Request:	
Last Name:	First Name:	Middle Initial:	
Mailing Address:		Apartment/Unit #:	
City:	State:	Zip Code:	
Phone #: () -	E-mail Address:		
Preferred Manner of Written Communication: <input type="checkbox"/> Standard Mail <input type="checkbox"/> E-mail			

DESCRIPTION OF THE INFORMATION REQUESTED (Note: Describe the information as precisely as you can.)

Date Range (optional): From: _____ to: _____

Under the Public Information Act, some categories of information do not have to be released. Exceptions to disclosure fall into two general categories: 1) mandatory exceptions that make information confidential and require a governmental body to withhold information, and 2) discretionary exceptions that allow but do not require a governmental body to withhold information. You may find information about mandatory and discretionary exceptions at <https://www.texasattorneygeneral.gov/open-government/members-public/confidential-information-under-public-information-act>

- Do you agree to the redaction of information that is subject to mandatory exceptions, provided such redactions are clearly labeled on the information you received? **Yes** **No**
- Do you agree to the redaction of information that is subject to discretionary exceptions, provided such redactions are clearly labeled on the information you receive? **Yes** **No**

INFORMATION PREFERENCES:

- How would you like to have the information provided? **Copies** **Inspection**
- If available, do you wish to receive an electronic copy of the information? **Yes** **No**

Please Note: If the information requested is unclear or if a large amount of information is requested you may be contacted to discuss clarifying or narrowing your request. There may be charges associated with production of the requested information. You may find more information regarding the charges under the Public Information Act at <https://www.texasattorneygeneral.gov/open-government/governmental-bodies/charges-public-information>