

THE CITY OF

OWATONNA

Office of City Administration

Kris M. Busse, City Administrator

Jeanette Clawson, Administrative Specialist



540 West Hills Circle
Owatonna, MN 55060-4794
Ph. (507) 774-7341
FAX: (507) 444-4394

To: Mayor and Council
From: Jeanette Clawson, Administrative Specialist
Date: December 31, 2020
Re: Data Practices Policy

Purpose:

Council to approve Resolution 7-21 to designate the City's Responsible Authority to administer the requirements for government data with the City.

Background:

Per the Minnesota Government Data Practices Act, the City must annually designate an individual as a responsible authority; typically the chief administrative official serves in this capacity.

Budget Impact:

None

Staff Recommendation:

Staff recommends approval of Resolution 7-21 to reappointment Kris M. Busse, City Administrator as the Responsible Authority for Data Practices with the City.

RESOLUTION NO. 7-21

A RESOLUTION APPOINTING RESPONSIBLE AUTHORITY
FOR DATA PRACTICES COMPLIANCE

WHEREAS, the Minnesota Statutes, Section 13.02, Subdivision 16, requires that the City of Owatonna appoint an employee as the Responsible Authority to administer the requirements for government data with the City and,

WHEREAS, the Owatonna City Council shares concern expressed by the Legislature on the responsible use of all City data and wishes to satisfy this concern by immediately appointing an administratively qualified Responsible Authority as required under the statute for the year 2021.

BE IT RESOLVED, the City Council of Owatonna appoints Kris M. Busse, an employee of the City, as the Responsible Authority for the purposes of meeting all requirements of Minnesota Statutes, Chapter 13 and with Minnesota Rules, Chapter 1205.

Passed and adopted this _____ day of _____, 2021, with the following vote:

Aye____; No____; Absent_____.

Approved and signed this _____ day of _____, 2021.

Thomas A. Kuntz, Mayor

ATTEST:

Kris M. Busse, City Administrator/City Clerk