

Town of Fairfield

Resolution #2014-4

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FAIRFIELD, WASHINGTON,
APPOINTING THE CLERK-TREASURER AS THE PUBLIC RECORDS OFFICER OF THE TOWN OF
FAIRFIELD**

WHEREAS, the Town of Fairfield intends to show that it is consistent with Title 42, Chapter 56, Section 580 of the Revised Code of Washington (RCW 42.56.580), concerning appointment of a public records officer; and

WHEREAS, RCW 42.56.580 requires that all state and local government agencies shall "appoint and publicly identify a public records officer whose responsibility is to serve as a point of contact for members of the public in requesting disclosure of public records and to oversee the agency's compliance with the public records disclosure requirements" under Washington law; and

WHEREAS, it has been determined that the appropriate party to be the public records officer for the Town of Fairfield is the Town of Fairfield Clerk-Treasurer

NOW, THEREFORE, THE TOWN COUNCIL OF THE TOWN OF FAIRFIELD, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. Pursuant to Chapter 42, Chapter 56, Section 580 of the Revised Code of Washington, the Town Clerk-Treasurer is hereby designated as the public records officer for the Town of Fairfield.


Section 2. The person to whom members of the public may direct requests for disclosure of public records of the Town of Fairfield and who will oversee the Town of Fairfield's compliance with the public records disclosure requirements of the public disclosure laws of the State of Washington as now or hereafter amended is:

Fairfield Clerk/Treasurer
Town of Fairfield
218 E Main Street/PO Box 334
Fairfield, WA 99012

Section 3. Notice of the designation of the Town of Fairfield's public records officer shall be made in a manner reasonably calculated to provide notice to the public of such designation, said notice to include, but not limited to, the following: posting at Town Hall and other Town of Fairfield buildings, posting on the Town's Internet website, and inclusion in appropriate Town of Fairfield publications.

Adopted this 9th day of September, 2014.

Attest:



KayDee Gilkey, Mayor



Cheryl Loeffler, Clerk-Treasurer