

DES MOINES POOL METROPOLITAN PARK DISTRICT

RESOLUTION NO. 2016-02

PUBLIC RECORDS OFFICER IDENTIFICATION

A RESOLUTION of the DES MOINES POOL METROPOLITAN PARK DISTRICT appointing and publicly identifying a public records officer to serve as the point of contact for members of the public in requesting disclosure of public records and to oversee the District's compliance with the public records disclosure requirement.

WHEREAS, the Washington State Legislature amended RCW 42.17.250 in the 2005 Session to require state and local agencies to appoint and publicly identify a public records officer; and

WHEREAS, the Board now desires to appoint and publicly identify a public records officer in accordance with such amendment;

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS THAT:

Section 1. The Board hereby appoints and publicly identifies the District Clerk as public records officer for the District (the Public Records Officer). The responsibility of the Public Records Officer is to serve as the point of contact for members of the public in requesting disclosure of public records and to oversee the District's compliance with the public records disclosure requirements of Chapter 42.17 RCW.

Section 2. The name and contact information for the Public Records Officer to whom members of the public may direct requests for disclosure of public records and who will oversee the District's compliance with the public records disclosure requirements of Chapter 42.17 RCW shall be provided by the District in a manner that is reasonably calculated to provide proper notice to the public, which may include posting such information at the District's business address, posting on the District's internet site, and/or referencing such information in the District's publications.

**Adoption:** ADOPTED by the Board of Commissioners of the DES MOINES POOL METROPOLITAN PARK DISTRICT at an open meeting of such Board on the 5<sup>th</sup> day of April, 2016, the following Commissioners being present and voting.

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Commissioner

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Commissioner

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Commissioner

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Commissioner

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Commissioner

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District Clerk