

**RESOLUTION NO. 560**

**APPOINTING A PUBLIC RECORDS OFFICER AND PUBLIC RECORDS POLICY**

WHEREAS, a recent Legislative update (SSHB 1758) and RCW 42.17 requires the District to appoint and publicly identify a public records officer, and

WHEREAS, in accordance with the District's policy for releasing, public records, the District identifies the District Manager as the public records officer, and

WHEREAS, under RCW 42.17.260, the District makes available for public inspection and copying upon written request all public records, except to the extent required to prevent an unreasonable invasion of person privacy and as otherwise prohibited by law, and

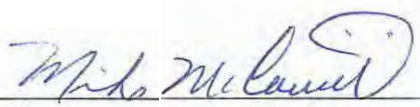
WHEREAS, per the District policy, the cost of copying District records by public request shall be \$.15 cents per single copy and \$25.00 per hour for general administration and overhead, and

WHEREAS, the public shall have access for inspection and copying of District documents during customary office and certain personal records are exempt from inspection and copying per RCW 42.17.310, and

WHEREAS, the District is response is required within five (5) business days after receiving a written request for District documents, the District shall respond by either (1) providing the record (2) acknowledge that the District has received the request and provide a reasonable estimate of time that will require to respond to the request, or (3) deny the public records request (RCW 42.17.320)

NOW BE IT HEREBY RESOLVED, the District's Board of Commissioners hereby appoints and identifies Greg Brizendine, its general manager, as its public records officer to process written requests for public information served on the District under and pursuant to RCW 42.17 (as Amended).

ADOPTED, by the BOARD OF COMMISSIONERS of the EAST WENATCHEE WATER DISTRICT, Douglas County, Washington at a regular meeting thereof, this 15th day of June, 2005.

  
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Mike McCourt, President

ATTEST:

  
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Glen Broadsword, Secretary