

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY OF MCCLEARY,
WASHINGTON, RELATING TO THE PUBLIC
RECORDS ACT, CHAPTER 42.56 RCW;
DECLARING THAT MAINTAINING A CENTRAL
INDEX OF PUBLIC RECORDS IS UNDULY
BURDENsome AND IMPRACTICABLE
PURSUANT TO RCW 42.56.070(4); AND
CONFIRMING PUBLICATION OF AN OFFICIAL
ORDER.**

R E C I T A L S:

WHEREAS, RCW 42.56.070 requires all cities and public agencies to maintain and make available a current index of all public records; and

WHEREAS, RCW 42.56.070(4) provides that if maintaining such an index would be unduly burdensome, or would interfere with agency operation, a city need not maintain such an index, but it must issue and publish a formal order specifying the reasons why and the extent to which compliance would be unduly burdensome; and

WHEREAS, the City of McCleary has a relatively small staff with limited resources, and the wide range of public records maintained across various departments make the task of generating and maintaining a comprehensive index of such records overly burdensome and impracticable; and

WHEREAS, the development and maintenance of a city index would be extremely costly and would provide little benefit to the public compared to the expense in maintaining the index; and

WHEREAS, the City Administrator has issued an Order, in accordance with RCW 42.56.070(4) declaring the exemption and the reasons for it, and such Order is to be published in *The Daily World*;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS BY THE CITY COUNCIL OF THE CITY OF MCCLEARY, THE MAYOR CONCURRING:

SECTION 1: The City Council hereby finds and declares that maintaining a current index of all public records as described in RCW 42.56.070(4) is unduly burdensome, impracticable, and would interfere with the essential functions of the City.

SECTION 2: The requirement to maintain a public records index would interfere with the City's operations in the following ways:

1. The sheer volume of records produced by the various departments and agencies of the City precludes any attempt to maintain a comprehensive and current index of records;
2. The need to constantly update the index to keep it current would be nearly impossible; and
3. The City's revenues and operations do not allow for the addition, revision, or reassignment of duties of existing personnel, or additional staff, so that an index may be developed and maintained.

SECTION 3: The City Council confirms that the City Administrator has issued an official Order declaring the exemption from the public records index requirement pursuant to RCW 42.56.070(4), and such Order is to be published in *The Daily World* and is attached hereto as **Attachment A.**

PASSED this _____ day of _____, 2025, by the City Council of the City of McCleary, and signed in authentication thereof this _____ day of _____, 2025.

CITY OF McCLEARY:

Chris Miller, Mayor

ATTEST:

Jamie Vinyard, City Clerk-Treasurer

APPROVED AS TO FORM:

Madison A. Pleasant, City Attorney

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