

RESOLUTION NO. 1637

A RESOLUTION OF THE CITY OF SNOQUALMIE, WASHINGTON, DESIGNATING THE RISK MANAGER AS THE AGENT OF THE CITY TO RECEIVE CLAIMS MADE PURSUANT TO CHAPTER 4.96 RCW AND AUTHORIZING RECORDING OF A NOTICE OF SUCH APPOINTMENT

WHEREAS, the legislature has adopted EHB 1530 amending RCW 4.96.020, which amendment requires the governing body of each local government entity to appoint an agent to receive any claim for damages made under chapter 4.96 RCW, and

WHEREAS, by adoption of Resolution No. 617 on September 24, 2001, the Snoqualmie City Council appointed the City Clerk to serve as the agent to receive claims for damages made under Ch. 4.96 RCW; and

WHEREAS, claims for damages are currently handled by the City's Risk Manager; and

WHEREAS, the City Council wishes to change the designated agent, and appoint the Risk Manager or designee as agent to receive claims against the City, now, therefore, be it

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY
COUNCIL OF THE CITY OF SNOQUALMIE AS FOLLOWS:**

Section 1. The Risk Manager or designee is hereby designated as the agent of the City of Snoqualmie to receive all claims for damages made under chapter 4.96 RCW.

Section 2. The Risk Manager or designee is hereby authorized and directed to prepare a notice containing the identity of the agent and the address where he or she may be reached during the normal business hours, and to record such notice with the auditor of the King County. The Risk Manager or designee is further authorized to prepare and make available the tort claim form on which notice of claims for damages against the

City are to be presented, along with instructions on when and how the form is to be presented, including delivery in person or via regular, registered or certified mail, as well as electronically through the City website portal for submission of claims; and the name, address, and business hours of the Risk Manager; and any other information required by RCW 4.96.020(3)(c), as it currently exists or as it may hereafter be amended.

Section 3. Upon the effective date of this Resolution, Resolution No. 617 is repealed and of no further force or effect.

Passed by the City Council of the City of Snoqualmie, Washington, this 13 day of March, 2023.

Katherine Ross, Mayor

Attest:

Deana Dean, City Clerk

Approved as to form:

Bob C. Sterbank, City Attorney