

RESOLUTION NO. _____

SUNSHINE LAW RESOLUTION

WHEREAS, Section 610.023.1 of the Revised Statutes of Missouri (" RSMo") provides that a public governmental body is to appoint a custodian to maintain that body' s records and the identity and location of the custodian is to be made available upon request; and

WHEREAS, Section 610. 026 RSMo sets forth that a public governmental body shall provide access and, upon request furnish copies of public records; and

WHEREAS, Section 610.028.2 RSMo provides that a public governmental body shall provide a reasonable written policy in compliance with Section 610.010 to 610.030 RSMo, commonly referred to as the Sunshine Law, regarding the release of information on any meeting, records or vote.

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF WARRENSBURG, MISSOURI, AS FOLLOWS:

1. That Jodi L. Schneider, City Clerk, be and hereby is appointed custodian of records for the City of Warrensburg and that such custodian is located at Warrensburg City Hall, 102 S. Holden Street, Warrensburg, Missouri 64093.

2. That said Custodian shall respond to all requests for access to or copies of a public record within the time period provided by statute except in those circumstances authorized by statute.

3. That the fees to be charged for access to or furnishing copies of records shall be as hereinafter provided: 10 cents per page 9" x 14", or smaller, plus research time, (billed at actual cost of employees that result in the lowest amount of charges for search, research, and duplication time). Fees for providing access to public records maintained on computer facilities, recording tapes or disks, videotapes or films, pictures, maps, slides, graphics, illustrations or similar audio or visual items or devices, and for paper copies larger than nine by fourteen inches shall include only the cost of copies, staff time, which shall not exceed the average hourly rate of pay for staff of the public governmental body required for making copies and programming, if necessary, and the cost of the disk, tape, or other medium used for the duplication. Fees for maps, blueprints, or plats that require special expertise to duplicate may include the actual rate of compensation for the trained personnel required to duplicate such maps, blueprints, or plats. If programming is required beyond the customary and usual level to comply with a request for records or information, the fees for compliance may include the actual costs of such programming. Persons requesting public records may request an estimate of the cost. The City of Warrensburg may require advance payment of fees and may also decide to reduce or waive fees in the public interest.

4. That it is the public policy of the City of Warrensburg that meetings, records, votes, actions and deliberations of this body shall be open to the public unless otherwise provided by law.

5. That the City of Warrensburg shall comply with Sections 610.010 to 610.030 RSMo., the Sunshine Law, as now existing or hereafter amended.

Passed in open session this _____ day of _____, 2022.

Mayor

ATTEST:

Jodi L. Schneider, City Clerk