



Staff Report

Meeting Date: July 12, 2021 Prepared By: Miranda Doll
Ordinance 2021-7
Repealing EMC 2.64
Subject: Inspection of Public Records

Summary: The Town of Eatonville adopted EMC section 2.64, Inspection of Public Records, in 1994. It has not been updated since. It is necessary from time to time to update the Public Records Act Policy to comply with the changes to the Public Records Act of Washington. Staff has been adhering to RCW 42.56, Public Records Act.

The Public Records Act of Washington requires Public Agencies to adopt and publish local rules of procedure on accessing public records. Following approval of Ordinance 2021-7, staff will bring forward a Public Records Act Policy to be adopted by Resolution at the next Council meeting. It is the Town's practice to adopt policies by Resolution not Ordinance, allowing for easier, less costly updates to policies as changes arise.

The Finance/Legislative Committee reviewed the Draft Public Records Policy at the June 9, 2021 committee meeting, and recommended adoption of a policy. While the Policy is lengthy, it is necessary to mirror the WA State Attorney General Model Rules on Public Disclosure.

Recommendation: Staff recommends adoption of Ordinance 2021-7, repealing Eatonville Municipal Code Chapter 2.64, Inspection of Public Records.

ORDINANCE NO. 2021-7

**AN ORDINANCE OF THE TOWN OF EATONVILLE, WASHINGTON,
REPEALING EATONVILLE MUNICIPAL CODE CHAPTER 2.64,
INSPECTION OF PUBLIC RECORDS**

WHEREAS, Chapter 2.64 of the Eatonville Municipal Code establishes the process for inspection of public records; and

WHEREAS, The Public Records Act in Washington State requires each agency to adopt and publish procedures to facilitate public access to public records; and

WHEREAS, the Town of Eatonville intends to amend its published procedure and finds that it would be more efficient and effective for the Town of Eatonville to adopt procedures by Resolution; now, therefore

**BE IT ORDAINED BY THE COUNCIL OF THE TOWN OF EATONVILLE AS
FOLLOWS:**

Section 1. The Eatonville Municipal Code Chapter 2.64 is hereby repealed in its entirety.

Section 2. Should any section, paragraph, sentence, clause or phrase of this Ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this Ordinance be preempted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this Ordinance or its application to other persons or circumstances.

Section 3. This ordinance shall take effect after publication of a summary, consisting of the title, pursuant to RCW 35.27.300.

1ST READING: 07/12/2021

2ND READING: 07/26/2021

PASSED by the Town Council of the Town of Eatonville and attested by the Clerk in authentication of such passage this ____ day of July, 2021.

Mike Schaub
Mayor

ATTEST:

Miranda Doll
Town Clerk

APPROVED AS TO FORM:

Gregory A. Jacoby
Town Attorney