

RESOLUTION NO. R-14-24

A RESOLUTION APPOINTING CITY CLERK RUTH E. BOCCHINO AS THE CITY'S RECORDS CUSTODIAN AND ADOPTING THE CITY'S SUNSHINE LAW COMPLIANCE POLICY.

WHEREAS; Section 610.023.1, 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 to 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 sections 610.010 to 610.030, RSMO, commonly referred to as the "Sunshine Law", regarding the review, copying, and release of the City's records of any meeting, vote, or transaction.

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

THAT, City Clerk Ruth E. Bocchino be and hereby is appointed custodian of the records of the City of Gladstone and that such custodian is located at Gladstone City Hall, 7010 North Holmes, Gladstone, Missouri;

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. All requests for access to or copies of public records shall be reported to and coordinated by the City Records Custodian. The City Records Custodian may delegate to other employees of the City the task of responding to specific "Sunshine Law" records requests.

THAT, the fees to be charged for access to or furnishing copies of records shall not exceed:

- a. 10 cents per page for paper copies 9 by 14 inches or smaller.
- b. the actual cost for copying documents larger than 9 by 14 inches.
- c. plus an hourly fee for duplicating time not to exceed the average hourly rate of pay for City clerical staff.
- d. research time to be billed at the hourly rate of the staff member conducting the research.

THAT, it is the public policy of the City of Gladstone that meetings, records, votes, actions and deliberations of the City Council and City Boards and Commissions shall be open to the public unless otherwise provided by law.

THAT, The City of Gladstone shall comply with sections 610.010 to 610.030, of the Revised Statutes of Missouri, known as the "Sunshine Law", as now existing or hereafter amended.

INTRODUCED, READ, PASSED, SIGNED, AND MADE EFFECTIVE BY THE COUNCIL OF THE CITY OF GLADSTONE, MISSOURI, THIS 28TH DAY OF APRIL 2014.



J. Brian Hill, Mayor

ATTEST:



Ruth E. Bocchino, City Clerk