

RESOLUTION NO. 2071

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4 A RESOLUTION introduced by Mayor Joan Wagnon, appointing a Local Freedom of  
5 Information Officer for the City of Topeka and providing for the  
6 officer's duties.  
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8 WHEREAS, the Kansas Legislature adopted Substitute for House Bill 2864  
9 requiring that all public agencies covered by the Open Records Act appoint a Local  
10 Freedom of Information Officer; and

11 WHEREAS, the City of Topeka believes the appointment of a Local Freedom of  
12 Information Officer to assist the public with its open records needs is good for public  
13 service and facilitates the public policy of open government.

14 NOW, THEREFORE, BE IT RESOLVED, by the Council of the City of Topeka,  
15 Kansas:

16 The City Clerk is hereby appointed as the Local Freedom of Information Officer and  
17 charged with all of the statutory duties prescribed by Substitute for House Bill 2864 and  
18 set forth hereinafter.

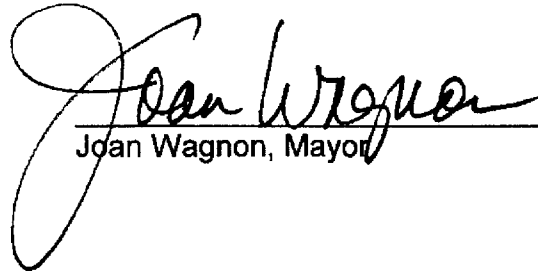
19 The Local Freedom of Information Officer or the officer's designee shall: a) prepare  
20 and provide educational materials and information concerning the Open Records Act; b)  
21 be available to assist the City and members of the general public to resolve disputes  
22 relating to the Open Records Act; c) respond to inquiries relating to the Open Records  
23 Act; and d) establish the requirements for the content, size, shape and other physical  
24 characteristics of a brochure required to be displayed or distributed or otherwise make  
25 available to the public under the Open Records Act. In establishing such requirements  
26 for the content of the brochure, the Local Freedom of Information Officer shall include

27 plainly written basic information about the rights of a requestor, the responsibilities of a  
28 public agency, and the procedures for inspecting and obtaining a copy of public records  
29 under the Open Records Act.

30 ADOPTED and APPROVED by City Council June 27, 2000.

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CITY OF TOPEKA, KANSAS

  
Joan Wagnon, Mayor

ATTEST:

  
DEPUTY City Clerk

APPROVED AS TO FORM AND LEGALITY  
DATE 6/22/2000 BY EW