

**COMMUNITY FACILITIES DISTRICT 2016-1  
RESOLUTION NO. 12**

A RESOLUTION OF THE BOARD OF SUPERVISORS OF REDMOND COMMUNITY FACILITIES DISTRICT (CFD) NO. 2016-1 APPOINTING CHIP CORDER AS THE DISTRICT TREASURER, THE DISTRICT'S PUBLIC RECORDS OFFICER AND CLAIMS AGENT.

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WHEREAS, Redmond CFD No. 2016-1 was formed by Redmond City Council Resolution No. 1453 and amended by Redmond City Council Resolution No. 1478; and

WHEREAS, pursuant to RCW 36.145.090, the CFD is an independently governed special purpose district of the State of Washington; and

WHEREAS, Resolution No 4 of CFD NO. 2016-1 appointed Malisa Files, Finance Director of the City of Redmond to serve as the District Treasurer; and designated Malisa Files, District Treasurer as the Public Records Officer and the Claims Agent; and

WHEREAS, Ms. Files, is now the Chief Operating Officer and will no longer serve as the District Treasurer, the District Public Records Officer and the Claims Agent; and

WHEREAS, RCW 42.56.580 requires that every special purpose district identify a public records officer whose responsibility is to serve as a point of contact for members of the public in requesting disclosure of public records and to oversee the

district's compliance with the public records disclosure requirements of the Public Records Act; and

WHEREAS, RCW 42.56.580 also requires that the name and contact information of the public records officer be made available in a way reasonably calculated to provide notice to the public, including posting at the district's place of business, posting on its internet site, or including in its publications; and

WHEREAS, the CFD has no publications or internet site, but can post the name and contact information in the City of Redmond Finance Department offices, which serve as the CFD's place of business and can record this resolution in order to provide public notice; and

WHEREAS, RCW 4.96.020 requires that all local government entities designate an agent to receive tort claims for damages and that the identity of the agent and the address at which he or can be reached during normal business hours be recorded in the office of the county auditor; and

WHEREAS, the Board of Supervisors has determined to enact this resolution in order to fulfill the CFD's responsibilities under RCW 42.56.580 and RCW 4.96.020. Now, therefore,

THE BOARD OF SUPERVISORS OF REDMOND COMMUNITY FACILITIES DISTRICT NO. 2016-1 HEREBY RESOLVES AS FOLLOWS:

Section 1.      District Treasurer.      Pursuant to RCW 36.145.140, the Board of Supervisors appoints Chip Corder, Finance Director of the City of Redmond, to serve as the District Treasurer. Mr. Corder shall perform all duties of the District treasurer established by Chapter 36.145 RCW and such other duties as may be required by law or by resolutions of the Board. Mr. Corder shall not be compensated by the CFD, it being understood that the services of Mr. Corder are being provided without charge by the City of Redmond under the Agreement for Administrative Services approved by Resolution No. 3 of the CFD Board of Supervisors.

Section 2.      Public Records Officer.      Pursuant to RCW 42.56.580, the District Treasurer, Chip Corder is hereby designated as the Public Records Officer of Redmond CFD 2016-1. The address and telephone number of the Public Records Officer are: 15670 NE 85th Street, P.O. Box 97010, Mail Stop 3NFN, Redmond, WA 98073-9710, (425) 556-2189. The duties of the Public Records Officer shall be to serve as a point of contact for members of the public in requesting disclosure of public records, to oversee the CFD's compliance with the public records disclosure requirements of state law, and to oversee the CFD's compliance with the records management requirements of state law.

Section 3.      Claims Agent.    Pursuant to RCW 4.96.020, the District Treasurer, Chip Corder, is hereby designated as the CFD's agent for receiving any tort claims made against the District. Claims may be filed with Mr. Corder during the normal business hours of the City of Redmond, by presenting the same in person, by regular mail, by registered mail, or by certified mail with return receipt requested. Mr. Corder's contact information for purposes of presenting a claim shall be as provided in Section 4 of this resolution.

Section 4.      Address.    The CFD's physical address shall be Redmond City Hall, 15670 NE. 85th Street, Redmond, Washington. The CFD's mailing address shall be c/o Chip Corder, Redmond Community Facilities District No. 2016-1 Treasurer, P.O. Box 97010, Mail Stop 3NFN, Redmond, WA 98073-9710.

Section 5.      Effective Date.    This resolution shall become effective immediately upon passage.

ADOPTED BY THE BOARD OF SUPERVISORS THIS \_\_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_.

REDMOND      COMMUNITY      FACILITIES  
DISTRICT NO. 2016-1

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Donald Marcy, Chair