

**RESOLUTION 2019-016**

**RESOLUTION DESIGNATING THE ALBANY COUNTY CLERK AS THE PUBLIC RECORD PERSON PURSUANT TO W.S. § 16-4-202(e).**

**WHEREAS**, pursuant to Senate File 57, Enrolled act No. 72 effective July 1, 2019, each governmental entity is required to designate prior to July 1, 2019, a person to receive all applications for public records and shall serve as a point of contact between the governmental entity and applicants seeking public records;

**WHEREAS**, pursuant to the newly created section (e) of W.S. §16-4-202, the governmental entity shall submit the name, business email address and business mailing address of the designated public records person to the Wyoming Department of Administration and Information for publication on the Department of Administration and Information official website;

**NOW THEREFORE THE BOARD OF COUNTY COMMISSIONERS OF ALBANY COUNTY, WYOMING, RESOLVES:**

**Section 1.** That the foregoing recitals are incorporated in and made a part of this resolution by this reference.

**Section 2.** That the Board of County Commissioners of Albany County (County) hereby designate the County Clerk as the public records person pursuant to W.S. 16-4-202(e) to receive all public applications for public records for the County and to serve as a point of contact between requests of public records for the County including but not limited to the following County elected officials, departments and boards for Albany County.

- a. Board of County Commissioners;
- b. County Sheriff;
- c. County Assessor;
- d. County Treasurer;
- e. County Coroner;
- f. County and Prosecuting Attorney;
- g. County Planning & Zoning Board;
- h. County Clerk;
- i. County Clerk of District Court;
- j. County Fair Board;
- k. County Library Board (including Albany, Rock River & Centennial locations);
- l. County Homeland Security and Emergency Management;
- m. County Supervised Treatment Program;
- n. County Fire Warden;
- o. County Public Health;
- p. County Road & Bridge;
- q. County Geographic Information Systems;
- r. County Planning;
- s. County Information Technology;
- t. County Human Resources;
- u. County Maintenance; and
- v. County Grant Manager.

**Section 3.** That nothing within this resolution will prohibit any elected official of Albany County or any appointed County Department Manager or County Board from receiving and responding to any request for public records so long as response to such a request is made in compliance with all relevant laws and procedures, including, but not limited to, Wyo. Stat. §16-4-202.

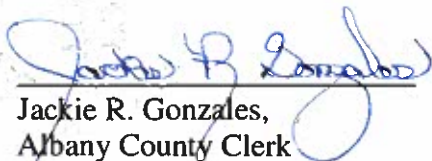
**Section 4.** That the County shall submit the name, business email address and business mailing address of the County Clerk as the designated public records person to the Wyoming Department of Administration and Information for publication on the Department of Administration and Information official website.

**PASSED, APPROVED, AND ADOPTED** this \_\_\_\_ day of June 2019.

**THE BOARD OF COUNTY COMMISSIONERS OF  
ALBANY COUNTY, WYOMING**

  
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Terri Jones, Chairperson

**ATTEST:**

  
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Jackie R. Gonzales,  
Albany County Clerk