

**RESOLUTION NO. 22-21**

**A RESOLUTION OF THE CITY OF MARION, KANSAS APPOINTING A LOCAL FREEDOM OF INFORMATION OFFICER (FIO) FOR THE CITY OF MARION, AND PROVIDING FOR THE OFFICER'S DUTIES.**

Be it Resolved by the Governing Body of the City of Marion, Kansas on this 6<sup>th</sup> day of September, 2022.

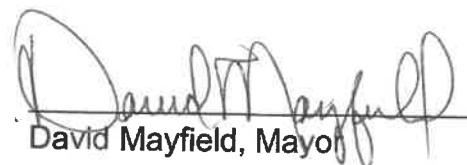
Section 1. Appointment. Mark Skiles is hereby appointed as the local FIO and charged with all of the statutory duties prescribed by K.S.A. 45-226.

Section 2. Duties. The local FIO or the officer's designee shall:


- a. Prepare and provide educational materials and information concerning the open records act;
- b. Be available to assist the city and members of the general public to resolve disputes relating to the open records act;
- c. Respond to inquiries relating to the open records act;
- d. Establish the requirements for the content, size, shape and other physical characteristics of a brochure required to be displayed or distributed or otherwise made available to the public under the open records act. In establishing such requirements for the content of the brochure, the local FIO shall include plainly written basic information about the rights of a requester, the responsibilities of a public agency, and the procedures for inspecting and obtaining a copy of public records under KORA.

This resolution shall take effect and be in force immediately upon its adoption and shall remain in effect until action is taken by the Governing Body.

**ADOPTED** this 6<sup>th</sup> day of September, 2022 and **SIGNED** by the Mayor.

  
David Mayfield, Mayor

ATTEST:

  
Tiffany Jeffrey, CMC, City Clerk