



A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE GRAYS HARBOR CONSERVATION DISTRICT DECLARING THAT MAINTAINING A PUBLIC RECORDS INDEX IS UNDULY BURDENSOME AND INTERFERES WITH OPERATIONS

WHEREAS, the Washington State Public Records Act (PRA), Chapter 42.56 RCW, requires that all state and local agencies make public records available for inspection and copying unless exempt by law; and

WHEREAS, RCW 42.56.070(4) mandates that agencies must maintain an index of public records unless doing so would be unduly burdensome or interfere with agency operations; and

WHEREAS, the Grays Harbor Conservation District is a small organization with limited staff resources, including 21 employees and 5 board members, which must focus on fulfilling its core mission of conserving natural resources and providing essential public services; and

WHEREAS, maintaining a comprehensive public records index would require significant time and resources, including staff hours that would otherwise be dedicated to critical conservation, administrative, and operational tasks, thereby adversely affecting the District's ability to serve the public effectively; and

WHEREAS, the District currently adheres to PRA requirements by ensuring that public records are accessible upon request and by maintaining organized records management practices in compliance with state law; and

WHEREAS, the District has determined that the undue burden of maintaining a public records index would interfere with operations and that such an index is not practicable given the scope of the District's work and available resources;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the Grays Harbor Conservation District as follows:

1. Undue Burden

The Board finds that maintaining an index of public records as described in RCW 42.56.070(4) would be unduly burdensome and would interfere with the operations of the District due to limited staff resources and the scope of the District's operational responsibilities.

2. Exemption from Requirement

In accordance with RCW 42.56.070(4), the Grays Harbor Conservation District will not maintain a public records index.

3. Alternative Compliance

The District will continue to fulfill its obligations under the PRA by maintaining organized records and providing prompt and reasonable access to public records upon request.

4. Distribution and Availability

A copy of this resolution shall be made available to the public and posted on the District's website for transparency.

ADOPTED by the Board of Supervisors of the Grays Harbor Conservation District at a regular meeting on this tenth day of December, 2024.


Chair Signature Line


Board Member