

RESOLUTION NO. _____**A RESOLUTION OF THE CITY OF MANSFIELD, TEXAS, APPROVING THE METHOD FOR MAKING WRITTEN REQUESTS FOR PUBLIC INFORMATION**

WHEREAS, the City of Mansfield is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

WHEREAS, SB 944, which added Section 552.234 to Chapter 522 of the Government Code, became law effective September 1, 2019 and allows governmental bodies to adopt methods by which requests for public information shall be made; and

WHEREAS, the City desires to designate approved methods for submitting public information requests to the Town.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MANSFIELD, TEXAS, THAT:

SECTION 1.

The City Council designates the following methods by which requests for Public Information can be made:

General and Police Records:

1. By mail or in person to: City of Mansfield, City Secretary's Office, 1200 E. Broad St. Mansfield, Texas 76063;
2. By electronic email to: openrecords@mansfieldtexas.gov;
3. By internet to: <https://www.mansfieldtexas.gov/197/Public-Record-Requests>; and
4. By fax to: 817-473-2925.

SECTION 2.

The City website and the Open Records Poster displayed at City Hall will be updated to reflect these designated methods in accordance to Government Code Sections 552.205 and 522.234(d).

SECTION 3.

This Resolution shall become effective from and after its passage.

PASSED AND APPROVED THIS THE 23RD DAY OF NOVEMBER, 2020.

David L. Cook, Mayor

ATTEST:

Keera Seiger, Assistant City Secretary