

City of Cheney  
609 2<sup>nd</sup> Street  
Cheney, WA 99004

**CITY OF CHENEY, WASHINGTON  
RESOLUTION E-909**

**A RESOLUTION ADOPTING THE RECORDS MANAGEMENT POLICY**

**WHEREAS**, the City of Cheney created a Records Manager position on January 1, 2021;  
and

**WHEREAS**, the Records Manager is responsible for managing the City's public records;  
and

**WHEREAS**, a Records Management Policy is necessary to outline the requirements of managing the City's records.

**NOW THEREFORE, BE IT RESOLVED**, by the City Council of the City of Cheney to adopt the Records Management Policy.

**ADOPTED**, by the City Council of the City of Cheney this 27<sup>th</sup> day of April, 2021 at a regular meeting at the Cheney City Council Chambers, 609 Second St, Cheney, WA 99004.

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Chris Grover, Mayor

Attest:

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Cynthia L. Niemeier, City Clerk