

**RESOLUTION OF THE WALTON COUNTY BOARD OF COMMISSIONERS
FOR THE PURPOSE OF NAMING AN OPEN RECORDS OFFICER,
AN ALTERNATE OPEN RECORDS OFFICER AND FOR OTHER PURPOSES**

WHEREAS, the provisions of the Georgia Open Records Act, the "Act" (O.C.G.A. Section 50-18-70, *et seq.*), were amended by action of the Georgia General Assembly during its 2012 session; and

WHEREAS, the Act allows for the appointment of an Open Records Officer to whom all written requests for records must be made; and

WHEREAS, the Act further provides for notice of such change.

NOW, THEREFORE, BE IT RESOLVED, pursuant to the provisions of the Act, the Walton County Board of Commissioners does hereby resolve as follows:

(1) Leta Talbird, County Clerk, is designated as the Open Records Officer, and Rhonda Hawk, Assistant County Clerk, is designated as the Alternate Open Records Officer to act in the Open Records Officer's absence, both to act for Walton County and all of its related and subsidiary entities, herein the "County";

(2) The term "County and all of it related and subsidiary entities" includes the following County departments and entities:

Walton County Board of Commissioners
Walton County Water Department
Animal Control Department
Emergency Medical Services Department
Facilities Department
Finance Department
Fire Rescue Department
Human Resources Department
Parks and Recreation Department
Planning and Development Department
Public Works Department
Purchasing Department

(3) All written requests for records made under the Act directed to the County shall be made to the Open Records Officer, or in her absence, to the alternate;

(4) The Open Records Officer is directed to cause all County websites to prominently display this designation and requirement;

(5) The Open Records Officer is directed to notify the Walton Tribune as the County legal organ and any other media regularly covering County matters of the content of this resolution;

(6) The Open Records Officer is directed to notify all County employees and volunteers that any requests made under the Act shall be directed to the Open Records Officer or her alternate; and

(7) This action shall be effective immediately upon the notifications to the media and the changes to the websites having been made.

IT IS SO RESOLVED this 4th day of December, 2012.

**WALTON COUNTY
BOARD OF COMMISSIONERS**

By: Kevin W. Little
Kevin W. Little, Chairman

Attest: Leta P. Talbird
Leta P. Talbird, County Clerk

[COUNTY SEAL]

