
HOUSE BILL 2659

State of Washington

53rd Legislature

1994 Regular Session

By Representatives Anderson, Ogden, Silver and King; by request of Secretary of State

Read first time 01/19/94. Referred to Committee on State Government.

1 AN ACT Relating to public records preservation, maintenance, and
2 disposition by agencies of local government and the secretary of state;
3 adding new sections to chapter 40.14 RCW; and creating a new section.

4 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

5 NEW SECTION. **Sec. 1.** The legislature finds that: (1)
6 Accountability for and the efficient management of local government
7 records are in the public interest and that compliance with public
8 records management requirements significantly affects the cost of local
9 government administration; (2) the secretary of state is responsible
10 for insuring the preservation of local government archives and may
11 assist local government compliance with public records statutes; (3) as
12 provided in RCW 40.14.025, all archives and records management services
13 provided by the secretary of state are funded exclusively by a schedule
14 of fees and charges established jointly by the secretary of state and
15 the director of financial management; (4) the secretary of state's
16 costs for preserving and providing public access to local government
17 archives and providing records management assistance to local
18 government agencies have been funded by fees paid by state government
19 agencies; (5) local government agencies are responsible for costs

1 associated with managing, protecting, and providing public access to
2 the records in their custody; and (6) local government agencies should
3 be given the ability to collect fees to help fund the secretary of
4 state's local government archives and records management services.

5 NEW SECTION. **Sec. 2.** A surcharge of twenty dollars shall be
6 assessed and collected in superior court in addition to the filing fee
7 of five dollars for the filing of a warrant for unpaid taxes.
8 Surcharge revenue shall be transmitted monthly to the state treasurer
9 who shall deposit it in the archives and records management account
10 under RCW 40.14.025.

11 NEW SECTION. **Sec. 3.** Tax warrant surcharge revenue deposited in
12 the archives and records management account, as provided under section
13 2 of this act, shall be expended by the secretary of state exclusively
14 for the payment of costs and expenses incurred in the provision of
15 public archives and records management services to local government
16 agencies by the division of archives and records management. The
17 secretary of state shall work with local government representatives to
18 establish a committee to advise the state archivist on the local
19 government archives and records management program.

20 NEW SECTION. **Sec. 4.** Tax warrant surcharge revenue received by
21 the secretary of state under section 2 of this act shall be allocated
22 exclusively to:

23 (1) Appraise, process, store, preserve, and provide public research
24 access to original records designated by the state archivist as
25 archival which are no longer required to be kept by the agencies which
26 originally made or filed them;

27 (2) Protect essential records, as provided by chapters 40.10 and
28 40.20 RCW. Permanent facsimiles of essential records shall be produced
29 and placed in security storage with the state archivist;

30 (3) Coordinate records retention and disposition management and
31 provide support for the following functions under RCW 40.14.070:

32 (a) Advise and assist individual agencies on public records
33 management requirements and practices; and

34 (b) Compile, maintain, and regularly update general records
35 retention schedules and destruction authorizations; and

1 (4) Develop and maintain standards for the application of recording
2 media and records storage technologies.

3 NEW SECTION. **Sec. 5.** Sections 2 through 4 of this act are each
4 added to chapter 40.14 RCW.

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