

RESOLUTION NO. 2015- 525

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MILL CREEK, WASHINGTON, APPOINTING AN AGENT OF THE CITY TO RECEIVE CLAIMS FOR DAMAGES MADE PURSUANT TO RCW 4.96.020**

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WHEREAS, RCW 4.96.020 requires each local government entity to appoint an agent to receive any claim for damages made under chapter 4.96 RCW; and

WHEREAS, the City of Mill Creek desires to appoint its City Clerk as the designated agent for service of claims for damages.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MILL CREEK, WASHINGTON, THAT:

Section 1. The City Clerk is hereby designated as the agent to receive any claim for damages made under Chapter 4.96 RCW.

Section 2. The City Clerk, or designee, may be reached during normal business hours of the City on Monday through Friday at Mill Creek City Hall, located at 15728 Main Street, Mill Creek, Washington.

Section 3. In the event the City Clerk is not available during normal business hours, the City Clerk's designee is appointed as the agent to receive claims for damages.

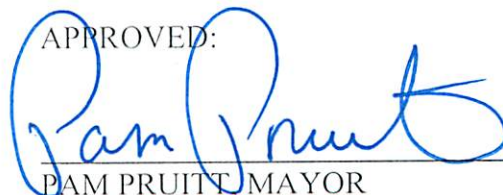
Section 4. All claims for damages against the City made pursuant to RCW 4.96 shall be presented to said agent within the applicable period of limitations within which an action must be commenced. Said claims shall not be effective unless delivered to the agent or designee specified in this Resolution.

Section 5. The City Clerk is authorized to make a City specific claim form available in addition to the state's standard tort claim form required by RCW 4.96.020. If a City form is used, such form shall be approved by the City Attorney.

Section 6. The City Clerk is hereby directed to record a copy of this Resolution with the Snohomish County Auditor.

Adopted this 3rd day of February, 2015, by a vote of 7 for, ψ against, and 0 abstaining.

APPROVED:

  
PAM PRUITT, MAYOR

ATTEST/AUTHENTICATED:

  
\_\_\_\_\_  
KELLY CHELIN, CITY CLERK

APPROVED AS TO FORM:

  
\_\_\_\_\_  
SHANE MOLONEY, CITY ATTORNEY

FILED WITH THE CITY CLERK <sup>2/3/15</sup>  
PASSED BY THE CITY COUNCIL: <sup>2/3/15</sup>  
RESOLUTION NO.: 2015-525

RETURN NAME & ADDRESS

City of Mill Creek  
15728 Main Street  
Mill Creek, WA 98012  
Attention: Kim Mason-Hatt

Please print neatly or type information  
Document Title(s)

***Claim Agent*** \_\_\_\_\_

Reference Number(s) of related documents:

\_\_\_\_\_

Additional Reference #'s on page \_\_\_\_

Granter(s) (Last, First, and Middle Initial)

***City of Mill Creek*** \_\_\_\_\_

Additional Grantors on page

Grantee(s) (Last, First, and Middle Initial)

***City Clerk*** \_\_\_\_\_

Additional Grantees on page

Legal Description (abbreviated form: i.e. lot, block, plat or section, township, range, quarter/quarter)

***See Attached*** \_\_\_\_\_

Complete legal on page \_\_\_\_

Assessor's Property Tax Parcel/Account Number

\_\_\_\_\_

Additional parcel #'s on page \_\_

The Auditor/Recorder will rely on the information provided on this form. The responsibility for the accuracy of the indexing information is that of the document preparer.

\*I am requesting an emergency nonstandard recording for an additional fee as provided in RCW 36.18.010. I understand that the recording processing requirements may cover up or otherwise obscure some part of the text of the original document.

\_\_\_\_\_  
Signature of Requesting Party