

BILL NO. _____

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING FINAL DISPOSITION OF CERTAIN CITY RECORDS THAT HAVE MET ALL REQUIREMENTS TO BE ELIGIBLE FOR SUCH DISPOSITION.

WHEREAS, Article 14, Section 14.7 of the Charter of the City of Independence, Missouri, mandates the destruction of any City record of account, voucher, contract, lease, insurance policy, payroll, time record, tax deed, purchase order, police or municipal court record, or other official documents by ordinance of City Council; and,

WHEREAS, the City Council, being advised that certain records have been subject to independent auditors' examination and considered in final auditors' annual reports and are no longer needed, having met the minimum time for retention established by the Missouri Secretary of State's local records retention schedules, or any other federal or City retention requirement, does desire to remove said records; and,

WHEREAS, records identified as having met retention, or duplicate copies, regardless of the medium on which the records were created, stored or received, may be reclassified and retained by the City or offered to local historical organizations, government entities or libraries, if determined to be of administrative or historical value, with other records destroyed as permitted by State law and City ordinances;

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF INDEPENDENCE, MISSOURI, AS FOLLOWS:

SECTION 1. That the City Clerk is hereby authorized to direct the final disposition of the records eligible for destruction identified in Exhibit A, the Disposition Report, said report being attached hereto and incorporated by reference herein, and further, that the City Clerk shall record the action in the City Council meeting minutes upon approval of the item.

SECTION 2. That all ordinances or parts of ordinances in conflict herewith shall be and are hereby repealed.

PASSED THIS _____ DAY OF _____, 2022, BY THE CITY COUNCIL OF THE CITY OF INDEPENDENCE, MISSOURI.

Presiding Officer of the City Council
of the City of Independence, Missouri

ATTEST:

City Clerk

APPROVED AS TO FORM AND LEGALITY:

City Counselor

REVIEWED BY:

City Manager