

RESOLUTION 2012-25

A RESOLUTION AFFIRMING THE RECORDS MANAGEMENT LAW FOR THE EFFICIENT MANAGEMENT OF THE DISPOSAL OF OFFICIAL RECORDS

WHEREAS, the City of Pacific desires to employ efficient and economical management methods for the maintenance, retention, preservation and disposal of official records; and

WHEREAS, the Office of Secretary of State has established retention schedules for the disposal of records no longer possessing administrative, legal, fiscal or historical significance;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF PACIFIC, as follows:

The Board of Aldermen of the City of Pacific does hereby recognize and affirm the Missouri Municipal Clerks Records Manual as the policy of the City of Pacific for the retention and disposal of the City's records.

Adopted by the Board of Aldermen and Approved by the Mayor this 1st day of May 2012.

Herbert C. Adams, Mayor

ATTEST:

City Clerk