

ORDINANCE NO. 2025_____

A ORDINANCE PROVIDING FOR PERMISSION TO DESTROY CERTAIN CITY RECORDS PER CITY POLICY IN RESOLUTION 2015-5: AND FOR OTHER PURPOSES WITH EMERGENCY CLAUSE

WHEREAS, it is sound administrative practice that the City of Bryant, Arkansas destroy certain records in a systematic procedure: and that

WHEREAS, certain state (not only but including 14-59-114 and 14-237-112) and federal laws require the City records be maintained for the minimum period of time required by a Records Management System: and it is determined that these records listed here have no further administrative, legal or historical value, and are otherwise inappropriate for preservation in the City's archives.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF BRYANT, ARKANSAS THAT:

Section 1. Purpose: the destruction of records by the City Departments for Bryant requires the approval of Council by Affidavit (here in). The mean of destruction shall be Shredding.

Section 2. Authority of Records Management and Retention Plan: Attached find the signed by the Department Head and one Council Member listing of the records to be destroyed and the time periods to which they apply.

Section 3. Emergency Enactment: Whereas this is an exceptional situation and an Emergency is Declared: and this Ordinance shall be effective from and after its date of passage.

PASSED AND APPROVED this _____ day of January, 2025.

APPROVED:

Chris Treat, Mayor

ATTEST:

Mark Smith, City Clerk

Finance Department
Department Head Signature

11/21/25

Finance Department
Department Head Signature

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