

RESOLUTION APPROVING MUNICIPAL RECORDS RETENTION AND  
DISPOSITION SCHEDULE AND FURTHER AUTHORIZING AGREEMENT WITH  
THE NORTH CAROLINA DEPARTMENT OF CULTURAL RESOURCES

WHEREAS, the North Carolina Department of Cultural Resources, Division of Archives and Records, Government Records Branch, hereafter referred to as the North Carolina Department of Cultural Resources, is responsible for assisting local governments in records management, including the destruction of obsolete records and the protection of essential records as provided by Chapters 121 and 132 of the General Statutes of North Carolina;

WHEREAS, this Municipal Records Retention and Disposition Schedule was last updated and approved by City Council on December 18, 2012;

WHEREAS, the North Carolina Department of Cultural Resources released updated versions of specific sections of the Municipal Records Retention and Disposition Schedule in 2015;

WHEREAS, the amended 2015 Municipal Records Retention and Disposition Schedule includes amendments to Standard 4. Budget, Fiscal and Payroll Records; Standard 9. Law Enforcement Records; and Standard 12. Personnel Records;

WHEREAS, it is necessary to approve the amendments to the Municipal Records Retention and Disposition Schedule in order for the City to legally and properly dispose of records in accordance with the provision of Chapters 121 and 132 of the General Statutes of North Carolina;

WHEREAS, it is deemed in the best interest of the City to approve the 2015 amendments of the Municipal Records Retention and Disposition Schedule and to authorize an agreement with respect thereto.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREENSBORO:

1. That the 2015 amendments to the Municipal Records Retention and Disposition Schedule, issued by the North Carolina Department of Cultural Resources, a copy of which is on file in the Office of the City Clerk, is hereby in all respects approved and adopted for use and as a guide for the City of Greensboro.

2. That, on behalf of the City of Greensboro, the City Clerk, City Manager, and Mayor are hereby authorized to execute the agreement, attached hereto as Exhibit A.

Approved this 7<sup>th</sup> day of April, 2015.

CITY OF GREENSBORO

By: \_\_\_\_\_  
Mayor

ATTEST:

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