

**RESOLUTION 2018-11**

**A RESOLUTION AUTHORIZING THE CITY CLERK OF THE CITY OF CAMERON, CLINTON, DeKALB AND CALDWELL COUNTIES, MISSOURI TO DESTROY CERTAIN RECORDS IN ACCORDANCE WITH APPLICABLE RETENTION SCHEDULES**

**WHEREAS**, the 73<sup>rd</sup> General Assembly passed the law establishing Records Management and Archives Services as a division of the Office of Secretary of State; and

**WHEREAS**, Senate Bill No. 376 passed by the 76<sup>th</sup> General Assembly extended the Records Management Law to local governments of Missouri, which law gave the Secretary of State responsibility for implementation of the program; and

**WHEREAS**, the Missouri Local Records Board approved the first Municipal Records Manual in 1973, and which Manual has been amended from time to time as needed.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CAMERON, CLINTON, DeKALB AND CALDWELL COUNTIES, MISSOURI, AS FOLLOWS:**

Section 1. The City of Cameron adopts the Missouri Municipal Records Manual as set forth by the Secretary of State.

Section 2. The City Clerk, on recommendation of the appropriate Department Heads, is hereby authorized and directed to destroy the records listed on Exhibit "A", Exhibit "B" and Exhibit "C" attached hereto.

Section 3. On completion, the City Clerk is requested to provide the City Council certificates, attesting to the execution of this directive.

Passed and approved this 19<sup>th</sup> day of March 2018.

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Mayor Darlene Breckenridge

ATTEST:

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City Clerk