RESOLUTION 2018-21

Agenda Item

TO: Mayor and City Council

FROM: Shellie J. Blades, City Clerk

DATE: May 21, 2017

RE: Certification of Destruction for Records

Background

Authorization was given by approval with Resolution 2018-11 at the March 19, 2018 Council Session to destroy certain City records according to the Missouri Municipal Records Manual.

Activity

The City records which were approved for destruction have been shredded under an agreement the City of Cameron has with Shred-it from Lenexa, Kansas. Shred-it has provided us with certificates of destruction.

Resolution 2018-21 certifies and provides permanent record of the destruction. Staff recommends approval.

Resolution 2018-21

A RESOLUTION FOR THE CITY OF CAMERON, CLINTON, DeKALB AND CALDWELL COUNTIES, MISSOURI ACCEPTING THE CITY CLERK'S CERTIFICATION OF RECORDS DESTROYED

WHEREAS, Resolution 2018-11, passed March 19, 2018, authorized the City Clerk to destroy certain records in accordance with applicable retention schedules; and

WHEREAS, records listed therein which are reflected on the attached certification have now been destroyed by shredding.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Cameron, Clinton and DeKalb Counties, Missouri that the City Clerk's certifications attached hereto as Exhibit "A" is accepted and filed, thereby becoming a permanent record of such destruction.

Passed and approved this 21st day of May 2018.

_____
Mayor Darlene Breckenridge

ATTEST:

_____
City Clerk

EXHIBIT A

CERTIFICATE OF DESTRUCTION

STATE OF MISSOURI)
COUNTIES OF CLINTON AND DEKALB)
CITY OF CAMERON)

I, Shellie J. Blades, City Clerk of the City of Cameron, a municipal corporation within and for said Counties and State aforesaid, do hereby certify that the following is a true and complete enumeration of records that have been destroyed by shredding.

See Attachment "A"

Authority to destroy: Resolution 2018-11

Certificate of destruction: Resolution 2018-21

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said City of Cameron, Missouri, at its office in Cameron, Missouri this 21st day of May 2018.

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Shellie J. Blades
City Clerk