



RESOLUTION 2019-30
RESOLUTION TO ADOPT THE 2019 GENERAL RECORDS SCHEDULE
FOR LOCAL GOVERNMENT AGENCIES

WHEREAS, The North Carolina Department of Natural and Cultural Resources, Division of Archives and Records, Government Records Section has published the General Records Schedule for Local Government Agencies, which supersedes parts of the Municipal Retention and Disposition Schedule which it is charged with issuing; and

WHEREAS, NCGS Section 121-5 and NCGS Section 132-3 require a municipality to approve the schedule in order to conduct routine disposal of records which must otherwise be retained without specific permission for disposal by the NC Division of Archives and Records; and

WHEREAS, The document attached to this Resolution is the form acknowledging the approval of the schedule as required by the NC Division of Archives and Records, Government Records Section; and

WHEREAS, To reduce the burden and costs of record retention and maintain efficient city records management, the City Council finds and determines that this Resolution should be approved.

NOW THEREFORE BE IT RESOLVED, The Town of Davidson Mayor and Board of Commissioners, 1) Adopts the General Records Schedule for Local Government Agencies; 2) Reaffirms that Portions of the Previously Adopted 2012 Schedule Are Still in Effect; and 3) Adopts the Town of Davidson's Records Retention and Disposition Schedule for Municipalities Concerning When Administrative/Reference Value Ends. This schedule is to be filed in the Town Clerk's office and remain in effect from the date of approval until it is reviewed and updated.

Adopted on the 25th day of June, 2019

Rusty Knox, Mayor

Attest:

Elizabeth K. Shores, Town Clerk