

Resolution No.

STOCKTON CITY COUNCIL

RESOLUTION AUTHORIZING ADOPTION OF THE REVISED CITYWIDE RETENTION SCHEDULE, INCLUDING A BIENNIAL UPDATE PROVISION, AND RESCINDING RESOLUTION 09-0147

On June 2, 2009, the City Council approved Council Resolution No. 09-0147, the City Council/Redevelopment Agency adopted the Citywide Records Retention Schedule; and

Periodic changes and revisions to the Retention Schedule are required to stay in compliance with changing laws and administrative requirements; now, therefore,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF STOCKTON, AS FOLLOWS:

1. The City Council hereby approves and adopts the revised Records Retention Schedule, a copy of which is on file with the City Clerk. The schedule establishes the time frames and media for retention, and the time frames for the destruction of, City "records," as that term is defined by applicable statutes and cases of the State of California, and as provided in the schedule.

2. The City Council hereby approves the establishment of a biennial (two year) schedule for updating the Records Retention Schedule and delegates the authority to make future changes to schedules with the consent of the City Clerk, City Manager, and City Attorney.

3. The City Manager and City Clerk are authorized and directed to take the steps necessary to carry out the purpose and intent of this resolution.

PASSED, APPROVED, and ADOPTED July 11, 2017.

MICHAEL D. TUBBS
Mayor of the City of Stockton

ATTEST:

BONNIE PAIGE
City Clerk of the City of Stockton