

RESOLUTION NO. 12-80

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIDGECREST AUTHORIZING THE DESTRUCTION OF CERTAIN ACCOUNTING RECORDS

WHEREAS, Section 12236 of the Government Code established the Local Government Records Management Guidelines to provide local governments with a single source for archival and records management support and guidance, and

WHEREAS, certain accounting records have been identified as no longer useful to or needed by the City, and

WHEREAS, the City is not required to preserve these records; and

NOW THEREFORE, BE IT RESOLVED the City Council of the City of Ridgecrest hereby authorizes and instructs the City Clerk and the Administrative Services Department to destroy all the originals and copies of the accounting records listed below.

Type of Record	Destruct Instructions	Number of Boxes
Payroll	FY04 and Before	60
Month Ends, Budget Adjustments, Adjusting Journals	FY05 and Before	21
Cash Receipts	FY05 and Before	30
Accounts Payable	FY05 and Before	30
		Total: 141

APPROVED AND ADOPTED this 3rd day of October, 2012, by the following vote:

AYES: Mayor Carter, Council Members Holloway, Taylor, and Morgan

NOES: None

ABSTAIN: None

ABSENT: Council Member Patin



Ron Carter, Mayor

ATTEST:



Rachel J. Ford CMC
City Clerk