

## City Council – Action Request Form

**Date:** October 5, 2017  
**To:** The City Manager  
**From:** Angela I. Carmon, City Attorney

**Council Action Requested:**

Resolution Approving Updates to the City of Winston-Salem’s Retention and Disposition Schedule

**Strategic Focus Area:** Livable Neighborhoods

**Strategic Objective:** NA

**Strategic Plan Action Item:** NA

**Key Work Item:** NA



**Summary of Information:**

In February 2013, the City Council updated the retention and disposition schedule for the retention and disposition of city records in accordance with the guidelines published by the North Carolina Department of Cultural Resources, the Division of Archives and Records. Since that time, said division has updated the schedule which requires the city’s approval. The updates are attached and are recommended for your approval.

**Committee Action:**

<b>Committee</b>	<u>CD/H/GG 10/10/2017</u>	<b>Action</b>	<u>Approval</u>
<b>For</b>	<u>Unanimous</u>	<b>Against</b>	<u></u>

**Remarks:**