



**AGENDA SUMMARY PAGE**  
**RECOMMENDING COMMITTEE MEETING OF: FEBRUARY 19, 2008**

DEPARTMENT: CITY ATTORNEY  
DIRECTOR: BRADFORD R. JEBBIC

Consent  Discussion

**SUBJECT:**  
NEW BILL

Bill No. 2008-10. Revises the composition and responsibilities of the Records Management Committee, and adopts Nevada's minimum records retention schedules for local governments. Proposed by: Orlan Sanchez, Deputy City Manager

**Fiscal Impact**

- No Impact  Augmentation Required  
 Budget Funds Available

**Amount:**

**Funding Source:**

**Dept./Division:**

**PURPOSE/BACKGROUND:**

This bill will implement State law and regulations relating to records retention by adopting Nevada's minimum records retention schedules for local governments. The bill will also update the composition and responsibilities of the City's Records Management Committee.

**RECOMMENDATION:**

This bill should be submitted to a Recommending Committee for review, hearing and recommendation to the City Council for final action.

**BACKUP DOCUMENTATION:**

1. Bill No. 2008-10
2. Business Impact Statement

Motion made by RICKI Y. BARLOW to Approve as Do Pass

Passed For: 2; Against: 0; Abstain: 0; Did Not Vote: 0; Excused: 0

LOIS TARKANIAN, RICKI Y. BARLOW; (Against-None); (Abstain-None); (Did Not Vote-None); (Excused-None)

Minutes:

COUNCILWOMAN TARKANIAN declared the Public Hearing open.

CHIEF DEPUTY CITY ATTORNEY STEED indicated that this bill is to come into compliance with legislative changes made to the requirements for records retention schedules. Also, the bill makes changes to the composition of the Records Management Committee by adding the City Auditor and the director of Information Technologies, or a designee. He recommended approval.

COUNCILWOMAN TARKANIAN declared the Public Hearing closed.