

SANTA CRUZ LOCAL AGENCY FORMATION COMMISSION
RESOLUTION NO. 2000-2

SETTING A POLICY FOR RECORDS MANAGEMENT

WHEREAS, Government Code Section 56382 allows a LAFCO to authorize the destruction of any duplicate record which is older than two years as long as a copy is kept in some reliable format;

THEREFORE, BE IT RESOLVED by the Santa Cruz Local Agency Formation Commission as follows:

The Commission authorized staff to destroy the original tape recording of any LAFCO meeting if all of the following conditions exist:

- 1) The Commission has approved the written minutes of the meeting
- 2) No administrative or legal proceedings are pending for any of the matters discussed at the meeting, and
- 3) Five (5) years have passed since the meeting occurred.

PASSED AND ADOPTED by the Local Agency Formation Commission in the County of Santa Cruz this fifth day of April, 2000 by the following vote:

AYES: Commissioners Campos, Van Houten, Anderson, Gualtieri, Ainsworth,
and Vice Chairperson Wormhoudt

NOES: None

ABSENT: None